Pacific Yearly Meeting
of the Religious Society of Friends

2022
Representative Committee Meeting
Minutes and Reports

Held Online via Zoom
February 26 and March 5, 2022
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Minute RC 2022-01: Approval of Hybrid Annual Session for 2022
We approve holding a hybrid annual session at Mount Madonna Retreat Center, July 22 to July 27, 2022, with many details to be worked out in future months. The Clerk will meet with the Friend who expressed opposition regarding that Friend’s concerns.

Minute RC 2022-02: Approval of nominations
We approve the service of the following Friends:

- **JYM Co-clerks** – 2022 Suzanne Doss, Orange Grove, and 2024 Cedar Green, San Jose
- **Ministry Committee** – 2022 Lee Sisson, Orange County (2022 RC)
- **YPCC** – 2022 Melissa Lovett-Adair, Central Coast, Clerk and 2023 Alma Moon, Strawberry Creek (2022RC), Youth Member
- **AFSC Representative** – 2022 Stephen McNeil, Strawberry Creek (2021) [approved last year but not recorded] and 2025 Jane Krause, Orange Grove (2022IA)

Minute RC 2022-03: Policy for Email Lists
We approve the Policy on Email Lists as proposed in the Communications Committee Report [Attachment #5] with the addition of the following sentence to the end of the final paragraph:

“Communication Committee will also lay down or merge lists as needs change.”

Minute RC 2022-04: Secretariat Functions at Annual Session
We approve that the production of the Daily Miracle and other on-site Secretariat functions at the Annual Session will be the responsibility of the Arrangements Committee and not of the Communications Committee.

Minute RC 2022-05: Approval of Annual Session 2022 Budget
We approve the budget for Annual Session 2022 [Attachment #9].

Minute RC 2022-06: Approval of Nominations to Naming Committee
We approve the names of Jim Summers (La Jolla) to serve on Naming Committee and Thistle West (Redwood Forest) as alternate, joining David Lederman and Sarah Tyrrell, for one year terms ending in Representative Committee 2023.

Minute RC 2022-07: Augmentation of Faith and Practice Revision Committee
We ask Nominating Committee to begin the work of finding three additional members for the Faith and Practice Revision Committee.

Minute RC 2022-08: Renaming of Discipline Committee
The name of the Discipline Committee is changed to the “Faith and Practice Revision Committee,” to accurately reflect the nature of their work.
THE MINUTES

Session I: 10:00 AM Saturday 2/26/2022

Welcome, Front Table Introductions
Session I of the 2-26-22 Representative Committee Meeting of Pacific Yearly Meeting began at 10:00 AM after a period of silent worship. Laura Magnani (Strawberry Creek) clerked the meeting held via Zoom. See the Clerk’s Invitation to RepCom 2022 [Attachment #4]. She introduced the virtual head table. Heather Levien (Berkeley) is Assistant Clerk. Raph Levien (Berkeley) and Tom Yamaguchi (Berkley) are the recording clerks. In addition, there are elders supporting our meeting. Mica Estrada (Strawberry Creek) is eldering for Laura, and Nancy Wilkinson (Strawberry Creek) is eldering for Heather Levien. Laura reminded us that, though translation is not being offered at this meeting, there are people in the meeting who do not speak English as their first language. She asked we speak slowly and avoid using acronyms.

Roll Call – Heather Levien
Heather Levien took roll by asking those present to raise their virtual hands on Zoom when their meeting was called. The results of the Roll Call are not attached this year.

The Clerk invited visitors to introduce themselves. Vicki Carroll (Central Coast) introduced herself as the Friends Committee on Legislation of California representative.

Land Acknowledgement – Indigenous Concerns
Leslie Zondervan-Droz (Humboldt) gave the land acknowledgement, honoring what has been buried, recognizing Ancestors of the past. She invited Friends to type into the chat the name of the Indigenous People who have traditionally resided on the land where they now inhabit.

Clerk’s Remarks
The Clerk reviewed the agendas for the three sessions for today, including committee reports from the Treasurer, Finance Committee, Nominating Committee, and Communications Committee.

Bronwen Hillman (Mexico City) is the new administrative assistant.

Treasurer’s Report - Roy Allen
Treasurer Roy Allen (Berkeley) shared his report on the Zoom screen [Attachment #18]. He advised Friends that a revised and updated report is on the yearly meeting website. The yearly meeting has been spending substantially less this year due to the reduction in travel during the pandemic. Our investments with Friends Fiduciary have performed very well. Thus, we have a large surplus. We have enough money to cover any unexpected large losses in the next year.

Finance Committee Report – Doug Smith
Doug Smith (Reno) gave the Finance Committee report [Attachment #8]. He reviewed the main points of the report. The budget for the annual session will be reviewed later. We will be again using the pay-as-led model for registration. Mount Madonna Retreat Center’s estimated cost for a 2022 annual session is not much higher than what we last paid at our last annual session there nine years ago. Mount Madonna will accept a deposit for an attendance of 100 people. There is a wide range of costs for attending from daily commuter to semi-private room. The cost is half-price for children ages 2 to 12, and children under age 2 are free.
A mini-audit by Emma Castenedo was conducted last fall. Although it was not a formal audit, it was very extensive. Finance Committee has been acting on a number of her recommendations, including the number of signers on the checking account. Technology costs from hosting a hybrid meeting is yet to be determined. In response to a question regarding the background of the auditor, Doug replied that Emma is a Certified Public Accountant and a former member of Finance Committee. In the chat, a Friend added that Emma is a former co-clerk Junior Yearly Meeting.

A Friend asked if the annual suggested contributions could be reduced. Doug said that last year’s monthly meetings’ suggested contributions were reduced, and meetings are able to pay-as-led for their contributions.

**Nominating Committee Report, Part I – Julie Harlow**

Julie Harlow (Davis), Clerk of Nominating Committee, gave the report [Attachment #15]. She named the current members who serve with her on Nominating Committee: DJ Bloom (Apple Seed), Dan Strickland (Orange Grove), Gail Thomas (Santa Monica), Hulda Muaka (Palo Alto), Lisa Hubbell (unaffiliated), Liz Baker (Sacramento), Margaret Mossman (Berkeley), and Trudy Freidel (Inland Valley). Friends can help Nominating by filling out the survey on the website.

There are two corrections to the minutes for AS2021. Nominating did not read the name Robin Keeler (Live Oak) for Youth Programs Coordinating Committee, but he was listed on the roster anyway. He has not accepted that nomination. Stephen McNeil’s (Strawberry Creek) name was read and approved but did not get into the minutes as representative for American Friends Service Committee.

The following names are being brought to this session. Susanne Doss (Orange Grove) and Cedar Green (San Jose) are nominated as Junior Yearly Meeting co-clerks. Lee Sisson (Orange Grove) is nominated to serve on Ministry Committee. Melissa Lovett-Adair (Central Coast) is nominated as YPCC Clerk, and Alma Moon (Strawberry Creek) is nominated to join YPCC. Stephen McNeil is nominated as 2022 AFSC representative. Jane Krause (Orange Grove) as Virtual AFSC Representative.

The names will be brought back later today or next week.

A Friend noted a lack of members on Children’s Committee, Youth Programs Coordinating Committee, and Junior Yearly Meeting. Julie replied that Nominating is having difficulty finding members to serve, and the Clerk added that this issue will be addressed throughout the session.

**Communications Committee Report, Part I – Kate Watkins**

The report was given by Kate Watkins (Santa Monica) [Attachment #5]. The committee mourns the loss of Sharon Gates. Kate reviewed the new database and directory being developed by the committee. Friends will soon have the opportunity to review and correct any errors in the directory. The committee is working on a handbook for use of the database. They are updating the website and improving the calendar for the yearly meeting.

She introduced a proposed minute that would shift the responsibility for the production of the Daily Miracle from Communications Committee to Arrangements Committee.

A second proposed minute creates a policy for the use of email lists. Two types of email lists will be created for announcements and discussions. The proposed policy on the use of these lists is in the Communications Committee report [Attachment #5].
The proposed minutes are to be seasoned until next week’s meeting

Approval of Minutes – Tom Yamaguchi
Recording Clerk Tom Yamaguchi read the minutes for Session I. The minutes were approved with several corrections. The Clerk will work with the recording clerks on revision of the land acknowledgement section.

Session II: 1:00 PM Saturday 2/26/2022

Introductions
Four friends announced themselves: Tom Farley, Rhea Farley, Jay Cash, and Mary Jo Housman.

Clerk’s Remarks
Clerk Laura Magnani lifted up three births within our community: Quinn in the Eastwood family, Emmylou born to Thistle West and Ben Hofvendahl in Santa Rosa, and Miles, born this past week, to Kylin Navarro and Eric Burger. We also had a huge number of losses to hold.

There has been new life in committees. The Unity with Nature Committee has been meeting nearly every week.

We continue to be isolated and off balance because of the pandemic. Today, we need to make a decision about whether some of us can meet in person. We are also being challenged to decolonize Quaker culture. Can we move beyond our fears into some bolder reality?

A quote from Corrina Gould, an indigenous leader: “Sacred is more than sacred places and sacred sites. Sacred is about relationships between human beings, and the land, the water, the air, the fire.”

Site Exploration Team Report – Heather Levien and others
The committee members are Laura Magnani, Heather Levien, Keenan Lorenzato, Bronwen Hillman, Sandy Kewman, and Jay Cash. The Site Exploration Team report is attached [Attachment #17].

Heather Levien summarized high points from the report and called for a spirit-led discernment process.

Why Mount Madonna? There are reasons we’ve been going to Walker Creek Ranch, but it is not a viable choice this year because of staffing reductions and poor connectivity for Zoom.

Mount Madonna has evolved in the last nine years, though it is physically very similar. They are a spiritual community, and also a yoga retreat center, with good technology to support conferences. We would be using less of the site due to reduced numbers, so the hilliness would be less of a challenge. The kitchen in Seminar House could be set aside for people with special dietary needs, and we could bring in snacks for the children (as long as they don’t include meat or fish). The field below the dining hall would be available to Junior Yearly Meeting for camping, in addition to Orchard House.

The young people in our meeting have been telling us over and over that they are not able to connect with us through Zoom.

If Covid prevents us from meeting in person safely, we can back out without financial penalty. They have careful protocols, and require vaccination for all people 12 and older.
The site has a new executive director, with strong long-term connection to the site, and has been extremely attentive to all concerns raised. The classrooms are accessible and near a fine playground.

Bronwen: our community has a yearning to be together, and it may be possible. She did not have a good experience in 2013, but is impressed by the difference in energy. She is looking forward to helping with arrangements on the site should we decide.

Jay Cash on technology: hybrid meeting is complicated. Mount Madonna’s facilities are impressive and they are very experienced and professional. Their equipment includes projectors, cameras, multiple microphones, and sound mixing equipment.

**Other Team members’ comments**

Doug Smith (Reno) presented on behalf of Finance Committee. He presented a spreadsheet with a range of suggested charges to attenders (it will still be pay-as-led). These charges include lodging and food, as well as additional amenities. The site is not putting multiple people in the same room unless they are a family unit, for Covid reasons.

He then presented a proposed budget, with estimates for both income and expenses, based on an estimate of 150 in-person registrants. The expenses cover food and lodging, use of the classrooms for the children’s program, and use of the technology, plus some miscellaneous expenses. The budget reflects a net projected deficit of $14,700.

Heather invited meetings to send her the estimates of how many people might attend. Families and children are a priority, and there may be multiple ways to support that. We have had in the past a family maximum, and could do that again (as the suggested pay-as-led amount; we would want families to come and not turn any away for lack of funds).

Cedar Green (Santa Cruz) read the report from Junior Yearly Meeting Committee [Attachment #12]. The experience of teens at Annual Session is like a snowball rolling down a hill; it gathers momentum over the week. In 2020 the snowball hit a wall. The teens need to meet in person. We have identified about 25 teens who might attend, if it is possible. The adults will need to do most of the planning. Our vision for 2023 is that the biggest challenge will be accommodating the increased size of the group. From a teen: “we want the light from Friends, not from our computers.”

Keenan Lorenzato, Youth Program Coordinator. Keenan was able to organize several events but most have been canceled because of Covid. The family field trips, which allow distancing, have been successful. That has worked well for children, but the teens need more independence. The Young Adult group has been able to continue to grow. The need to meet in person is paramount, and there is a backup plan, a camping site, if in-person meeting at Annual Session is not possible. That plan would not be as wonderful and would require more support.

The JYM committee is strong, but they will need more adult presence. The relationships in this room feel strong, but the relationships between those in this room and our young persons feel weak. Keenan appreciates the energy of trying to welcome families in and make it possible to attend.

One friend spoke: the message from the teens is not just about life as teens, but about life as human beings. We all need the physical contact.
Rhea Farley (Strawberry Creek) spoke on behalf of Childrens’ Committee. The committee is very small but very dedicated. We all have a strong concern for the future of the Childrens’ Committee, and also the involvement of families in Pacific Yearly Meeting. Whether we go with a hybrid meeting or not, the field trips have been extremely successful.

Molly Bishop (Redwood Forest) spoke of the experience of Childrens’ Program during the pandemic. The participation was small, and the experience was disappointing. The children have been left on the side. We should all consider what it means to engage with the activities for children. The field trips also give parents an opportunity to interact with other parents.

Mary Miche gave a presentation on the field trips from last year. There were 7 trips, at a total cost of $4,900. The trips included beaches, parks, and also books given to all families. The plan for 2022 is for 10 trips, in both Northern and Southern California. The cost will be a bit higher. There is no cost to families.

The plan for Annual Session is for a group of 6-10 children. They do not anticipate any under-5s. There is not yet staff for additional intergenerational events and late afternoon child supervision. The program generally relies on young adults for staffing.

Rhea Farley will be the only member of Childrens’ Program at the site. The committee needs four teachers in order to be able to offer a program, and this program will likely be more limited than in previous years. We need people to reach out through their monthly meetings for ways to help the program, whether nominated or helping in other discrete ways.

**Session III: 3:30 PM Saturday 2/26/2022**

**Discernment Session on How to Be a Beloved Community**

Session III began at 3:35 pm. The Clerk introduced the discernment session on how to be a beloved community in 2022.

The Clerk invited Friends to respond to the issue of “How to be a Beloved Community in 2022.” The following is a summary of their questions and comments.

Some Friends expressed concerns for the site from previous experiences of meeting at Mount Madonna Retreat Center. One Friend thanked the Site Exploration Team for addressing these concerns.

At future sessions, we can explore through the weekend on community building.

Friends with problems with registration will be able to get on-site assistance.

The relationships are more important than the buildings. The children need to be able to interact with each other.

Our surplus can be used to pay for teachers for the Children’s Program, as well as field trips and intergenerational activities.

One question is: will there be language interpretation? Laura replied that interpretation can be provided via Zoom.

Given that Mount Madonna is a Yoga retreat center, one Friend wondered if there would be an opportunity for us to do Yoga?

Ask families what they want and whom they want to be with regarding room arrangements.
One Friend is concerned with burnout among Friends who are trying to do the work of the yearly meeting. He would like to hear more discernment on that issue.

To answer that question the Clerk said we need to step up and go back to our monthly meetings to find new energy.

What do we do year round beyond the annual session to grow our beloved community? How do we engage more people who are not involved in that work?

We have the opportunity to have a physical bookstore on the site, EarthLight book store. We can continue to have author readings via Zoom.

Getting more families to attend an in-person session is the way we can get more people involved and increase the number of people involved in the work of the yearly meeting.

Friends spoke for the advantages of a hybrid meeting. People who would not be able to attend in person due to age, disability, or time commitments can participate in the session. Some people may not feel comfortable returning to in-person meetings during the pandemic.

Can we consider limiting the amount of business conducted during the session in order to focus on community building? What can we do to address the harm and change the conditions that create the harm?

Can we find more welcoming terminology than “pay as led” in order for Friends to know they are welcome, regardless if they can pay to attend the session or not?

The Clerk offered feedback on the comments offered at this point. We may need to reprioritize our time, do less business, adjust the schedule, and spend more time building relationships with each other. We need to devote more energy to our children.

More Friends offered comments.

How do we welcome each other and help people feel welcomed?

No site is perfect. Mount Madonna offers the best opportunity to have a hybrid meeting.

We can explore more intergenerational activities.

The dates for the annual session need to be set so that families can plan their summers.

The Clerk offered her sense of the meeting. She said she is hearing a strong sense of urgency to meet in person. She trusts that the Clerk, Ministry Committee, and Childrens’ Committee will work together to have that session. People need to report back to their monthly meetings on the need to involve more Friends in that work. We can offer more financial aid to ensure Friends feel welcome to come.

One Friend said she is opposed to meeting at Mount Madonna. The Clerk offered to meet with her in person to address her concerns.

The following minute was approved:

**Minute RC 2022-01: Approval of Hybrid Annual Session for 2022**

We approve holding a hybrid annual session at Mount Madonna Retreat Center, July 22 to July 27, 2022, with many details to be worked out in future months. The Clerk will meet with the Friend who expressed opposition regarding that Friend’s concerns.
Approval of Minutes - Raph Levien and Tom Yamaguchi
Recording Clerk Raph Levien read the minutes for Session II. The minutes were approved. Recording Clerk Tom Yamaguchi read the minutes for Session III. The minutes were approved with the addition of the minute on a hybrid meeting at Mount Madonna from July 22 to July 27.

Session IV: 10:00 AM Saturday 3/5/2022

Introductions
Elders: Dinah Bachrach (Redwood Forest) and Nancy Wilkinson (Strawberry Creek).

Roll Call
Heather Levien led the roll call.

Land Acknowledgement: Indigenous Concerns Subcommittee - Leslie Zondervan-Droz
We begin by honoring the truth. Pacific Yearly Meeting takes its name from the ocean that connects. Let us acknowledge the elders of the past, the emerging youth, and the indigenous people among us today.

Leslie Zondervan-Droz invited people into breakout rooms for an exercise, for people to share their connection to the lands and the indigenous people.

Acknowledging the lands and peoples is just a first step in healing the wounds caused by colonization.

Nominations to Naming Committee – Laura Magnani
Some years ago we moved to a system where the clerk brings names for the Naming Committee. The clerk has talked to a number of people, and brings one name for first reading: Thistle West (Redwood Forest) as an alternate. We still need a third member. All three of the existing committee are willing to continue, but it would not be good order.

We went into silence, and people sent names to the clerk from the worship.

David Lederman (Orange County) and Sarah Tyrrell (Berkeley) will continue. The clerk and assistant to the clerk will consider the names that were brought to them, and hope to bring names back in the next session.

Peace and Social Order Report – Shannon Frediani
Shannon Frediani (Santa Cruz), co-clerk of Peace and Social Order presented the report [Attachment #16].

The committee proposed extending the experiment regarding minutes of social concern for another two years, to gather feedback and possible suggestions for improvement.

This experiment addressed two concerns: the need for networking and better communication regarding P&SO concerns, and a better way to bring forward social concern minutes. Discerning the language is not the best use of plenary time. In 2020, we approved this experiment, and P&SO will no longer bring minutes of concern to plenary. Monthly meetings may approve minutes of concern, and P&SO will distribute those, as well as minutes from other Quaker organizations and committees. Monthly meetings who do approve minutes of concern should send letters to the Peace and Social Order Committee, which will be posted on the website.

Since Annual Session 2020, P&SO has distributed approved monthly meeting social concern minutes on the website. Southern California Quarter also initiated a Racial Justice Network.
The two year experiment has worked well in addressing the concerns. The committee has also asked Nominating to revise the service description to reflect the approved experiment. The committee has been functioning well in spite of many challenges.

We wish to call attention to the process for distributing minutes of concern, and invite people to contact the committee through the role-based email address, PeaceAndSocialOrderClerk@pacificyearlymeeting.org.

One Friend does not share the concern about waste of plenary time, and regrets the loss of that engagement. “My experience as a young person of hearing minutes of concern discerned at the Yearly Meeting level was a profound experience.”

Another Friend asked: how are meetings responding to the war in Ukraine, and what are we doing? There is activity in monthly meetings, and the committee looks forward to hearing more details from meetings to share that. Friends House Moscow is sponsoring a daily meeting for worship.

A Friend is uneasy with minutes that are simply position taking, and hopes we raise up work in monthly meetings to take action on social concerns.

In the experiment, the discernment of minutes of concern has not been eliminated, it has been moved from plenary sessions to monthly meetings, where the work can be more alive, and is more bottom-up than top-down.

The committee hopes that representatives will carry minutes to their meeting, in addition to the posting on the website. There has been great work and coordination on racial justice, mostly within Southern California. The Communications Committee will also be setting up mailing lists, which will be more effective for distributing the information to interested people in monthly meetings and help with grassroots coordination.

There is no proposed minute approved, it will be brought to annual session.

Nominating Committee Report, Part II – Julie Harlow
Nominating Committee brought for approval the names which were read in last session.

**Minute RC 2022-02: Approval of nominations**
We approve the service of the following Friends:

- **JYM Co-clerks** – 2022 Suzanne Doss, Orange Grove, and 2024 Cedar Green, San Jose
- **Ministry Committee** – 2022 Lee Sisson, Orange County (2022 RC)
- **YPCC** – 2022 Melissa Lovett-Adair, Central Coast, Clerk and 2023 Alma Moon, Strawberry Creek (2022RC), Youth Member
- **AFSC Representative** – 2022 Stephen McNeil, Strawberry Creek (2021) [approved last year but not recorded] and 2025 Jane Krause, Orange Grove (2022IA)

A Friend asked whether there is progress for the Children’s Program Committee, which is short three people. Friends have been stepping forward with offers of help with the program but so far none have stepped forward to join the committee.

Nominating is working with Peace and Social Order to update the service description, to reflect the changes approved in 2020, and to emphasize that it is an ongoing experiment. They are also working on service descriptions for other committees and for representatives.

**Proposal to consider at Annual Session:**
Annual Session 2016 approved a minute which stated, in part, that there would be only two funded representatives named for certain organizations. The delegations and the organizations would like to have more participation, and this can be done now with virtual attendance. Therefore, Nominating Committee proposes a draft minute which will help bring travel funds in line with the budget, reduce our ecological footprint, and allow for fuller representation of PacYM.

Draft Minute: The policy proposed in the draft minute [Attachment #15] will replace any earlier minutes or policies related to the selection of representatives to Friends Organizations. It is not being brought for approval today, but will come before Annual Session. Comments, as well as interest, can be sent to the NominatingClerk@pacificyearlymeeting.org role address.

A question was raised about hybrid meetings. Up to two representatives are expected to attend in person. But if the meeting is virtual, then all participants are expected to attend virtually.

In response to another question, the committee will fund travel from any location of the representative or distance to the meeting.

Approval of Minutes – Raph Levien
Recording Clerk Raph Levien read the minutes for Session IV. With some corrections, the minutes were approved.

We ended at 11:32am in silent worship.

Session V: 1:00 PM Saturday 3/5/2022
Representative Committee Session V began at 1:00 PM with a period of silent worship.

Nominations for the Naming Committee
The Clerk reported a new name, Jim Summers (La Jolla), to bring for Naming Committee. If approved, he would join David Lederman (Orange County) and Sarah Tyrrell (Berkeley). The name of Thistle West (Redwood Forest) is seasoning as the alternate.

College Park Quarterly Meeting Report – Joe Magruder
College Park Quarterly Meeting Clerk Joe Magruder (Berkeley) gave the report on the quarterly meeting. Six virtual meetings have been held for the quarter. Adult attendance has been good, but it has been a disaster for children and teens. They are planning on a spring quarter in May as a possible hybrid meeting in various combinations.

CPQM is working with several small meetings in the central valley whose futures are uncertain. Fresno Meeting is transitioning to a worship group under the care of Visalia Meeting. Ministry and Oversight Committee is still struggling to find a permanent name.

Communications Committee Report, Part II – Andrea Harmon and Keenan Lorenzato
Andrea Harmon (Palo Alto) and Keenan Lorenzato (Davis) of Communications Committee introduced themselves. Keenan listed the names of the other members on the committee. Their presentation included a slide show of how the directory will be constructed.

Keenan reported on the status of the database. 500 Friends have provided their information via the Google form. The committee has uploaded data on the monthly meetings from statistical reports. The committee continues to work with designated persons and contacts for each monthly meeting.
Andrea spoke on why the database matters. The large breadth and width of our community is a challenge for keeping accurate information. There are so many piles of information gathered over time. Not all of it is correct or up-to-date. Everybody will be able to see who is in their community. We can build interest lists so that people can work at the yearly meeting level on issues where there is little interest in their monthly meetings.

The directory listings include outside Quaker organizations, yearly meeting officers, and yearly meeting committees. Information on monthly meetings include contact addresses, meeting times, and committee contacts. Individual members will be listed alphabetically. The slides being viewed at this presentation will be provided after this session for representatives to share with their monthly meetings. Friends may contact Andrea at ams573@alumni.psu.edu with questions. Feedback on the directory can be sent to the Communication Committee Clerk at communicationsclerk@pacificyearlymeeting.org.

A Friend asked that the directory listings for individuals include phone numbers. Andrea replied the committee is meeting this week and will discuss that.

Meetings will be sent a prototype directory with a data correction sheet for updating information. Data privacy and security are being considered in finding a platform to host the database. The committee would like to have corrections sent by June 1 to have the first directory available at the next annual session. They expect to query meetings every spring to update the directory annually.

The directory will be published as a PDF. Individuals can use the PDF to print hard copies. The committee will consider the request to have hard copies available at EarthLight Bookstore.

A Friend asked about Friends giving permission to receive bulk emails. Keenan replied that the committee is further refining opt-in permissions.

The committee is working to make the revision process as simple as possible to take the burden off the monthly meetings in updating individuals’ directory listings.

A Friend expressed concerns for the data falling into the wrong hands. She asked if the data can be destroyed, if necessary. Andrea responded that rapid deletion is possible, although directories that have been distributed would still be available.

Another Friend expressed concerns over having their private information shared with private companies. Andrea said our data is being held in two locations, Salesforce and Google Work Space. Friends are free to not share their personal information if they are not comfortable.

A Friend asked that the database be able to accommodate membership in the yearly meeting level if that option is available in the future. Young Friends have expressed a desire to be members of the yearly meeting, even though they do not feel connected to a monthly meeting.

Friends uploading their information on the Google form do have the option of stating they are unaffiliated with a monthly meeting.

Salesforce’s contract stipulates that they only provide the technology and do not have access to our data. The company's mission includes being supportive of non-profit organizations.

Allison Kierkegaard (Nashville) reintroduced the minute presented at last week’s session on the policy governing the use of email lists [see Attachment #5]. A Friend asked if the lists will be
moderated, Allison replied that the lists will be unmoderated at this time. However, that can change, if needed.

**Minute RC 2022-03: Policy for Email Lists**
We approve the Policy on Email Lists as proposed in the Communications Committee Report [Attachment #5] with the addition of the following sentence to the end of the final paragraph: “Communication Committee will also lay down or merge lists as needs change.”

The Clerk reintroduced the minute on shifting production of the Daily Miracle to the Arrangements Committee. A Friend asked for clarification on the tasks that would be shifted in addition to the Daily Miracle. All on site secretarial tasks would be handled by the Arrangements Committee, including photocopying of documents for the session.

**Minute RC 2022-04: Secretariat Functions at Annual Session**
We approve that the production of the Daily Miracle and other on-site Secretariat functions at the Annual Session will be the responsibility of the Arrangements Committee and not of the Communications Committee.

**Finance Committee Report Continued – Doug Smith**
Doug Smith (Reno) brought back an updated annual session budget [Attachment #9]. There had been a question of whether proposed changes would be the policy going forward, or special for this year. These changes were framed as a sort of “jubilee year,” the 75th anniversary of the first meeting of Pacific Yearly Meeting, in which children and young people would be especially encouraged to participate.

Doug asked that we approve the budget at this session. The estimated deficit is $41,700. It could be more due to uncertainty of attendance. Even with this loss, there is still a healthy balance in the reserve fund. The committee is comfortable with paying staff for the children’s program. Families are not being charged for their children’s attendance; as a friend asked, we consider this cost as being paid by the community.

Childrens’ Committee has received requests for more field trips. Doug said the budget can be changed to include more field trips. Field trips are included for the annual session in the budget being presented. In future years they may be moved to the general budget since they happen outside of the annual session.

Friends may consider travel costs when deciding how much they can afford to pay in order to attend the annual session.

**Minute RC 2022-05: Approval of Annual Session 2022 Budget**
We approve the budget for Annual Session 2022 [Attachment #9].

Session V closed at 3:35 pm with silent worship.

**Session VI: 3:30 PM Saturday 3/5/2022**

**Approval of Minutes – Tom Yamaguchi**
Recording Clerk Tom Yamaguchi read the minutes for Session V. The minutes were approved with minor corrections.
Approval of Nominations to Naming Committee

Minute RC 2022-06: Approval of Nominations to Naming Committee

We approve the names of Jim Summers (La Jolla) to serve on Naming Committee and Thistle West (Redwood Forest) as alternate, joining David Lederman and Sarah Tyrrell, for one year terms ending in Representative Committee 2023.

Faith and Practice Revision Committee Report – Jim Anderson

Jim Anderson, co-clerk of the Faith and Practice Revision Committee presented a report from Faith and Practice Revision Committee [Attachment #6]. Sue Scott is the other co-clerk.

The presentation by Communications Committee had much effort and resources invested in it. What do we spend our energy doing? Every committee works on communications, and every committee also connects with Spirit. There is a connection between the work of the Faith and Practice Revision and Communications committees, and in some ways they are parallel. Each of these systems is concerned with stability and change, and try to connect us with what matters.

A minute was approved in 2014 to begin the revision of the next Faith and Practice. Now the Committee is suggesting creating two different books. The first would be a book produced once a generation, articulating faith and practice in fundamental terms. A second book includes organizational information, resources, and more changeable elements like policies. Both would be online, and also available for printing. The committee asks for the appointment of three more people during the revision.

The committee hopes to bring a fuller account of the proposal to Annual Session to solicit responses. They also hope to have an interest group, which could be a follow up to a plenary session.

The committee has been working on the revision of a number of sections. Some are pretty much finished, but most are still in process. They have been organizing files from the work of the last few years, including responses from monthly meetings, with help from Jan Tappan (archivist).

A few years back the idea of “rolling revisions” was received with enthusiasm, to use technology to quickly disseminate changes. The committee is aware of new possibilities of accessibility and convenience, but also aware of the desire to have some stability so that the text used by the community is in common. They are also aware of the limits of time and skill for doing revisions rapidly. Other yearly meetings are undergoing revision processes, and are exploring a division between a fundamental document and another “handbook of additional material” that can be changed more frequently.

The revision will use a great deal of what’s in the present text; it is not a creation from scratch, but some sections can benefit from revision.

The committee asks for some resources to support the work: continued feedback from monthly meetings, the ability to present at Annual Session, and three additional members, possibly for shorter terms, for the revision work.

One Friend asked about the state of revision of Fe y Práctica. The committee expects to primarily work on the English version which would then be translated, as was the process for the last revision. Perhaps additional members of the committee would be able to support Spanish language work.
What is the process for considering emerging movements, such as has been the case for climate change? What are the criteria for fundamentals as opposed to additional materials? The committee is considering this question, which is both practical and religious.

A Friend expressed gratitude for deeply considering the discernment done by monthly meetings. Another friend observed that considering what the yearly meeting has been doing in the last 20 years seems like a monumental task, and asked: Where are the difficulties? Is it just the complexity of the task? Is it because Quakerism has become so diversified it is not possible to reach unity? Some diversity is represented in the committee. Part of the complexity is the nature of our faith and practice, which is changing and engages with the world as we find it. You have to find something underneath the surface of our diversity, which holds the group together and connects with the past.

Faith and Practice is used as the bylaws for the corporate structure of some Friends Meetings, so it must be available in a form that meets legal requirements.

**Minute RC 2022-07: Augmentation of Faith and Practice Revision Committee**

We ask Nominating Committee to begin the work of finding three additional members for the Faith and Practice Revision Committee.

The committee has been called both Discipline and Faith and Practice Revision Committees. Faith and Practice states that once the increase in members for the purpose of revision has been requested, the committee becomes a Faith and Practice Revision Committee. It might be less confusing to have the name of the committee be “Faith and Practice” consistently, but that has not been formally decided.

To clarify that a revision is underway, we approved the following minute:

**Minute RC 2022-08: Renaming of Discipline Committee**

The name of the Discipline Committee is changed to the “Faith and Practice Revision Committee,” to accurately reflect the nature of their work.

Friends interested in the work can contact NominatingClerk@pacificyearlymeeting.org.

**Clerk’s Closing Remarks on Beloved Community**

Concerning the Beloved Community and moving into the experiment with hybrid worship, people are stepping up, especially to help with the Children’s Program, and a lot of people are expressing enthusiasm.

The clerk is assembling a safety committee to discern whether it will be safe to meet in person in July, and what protocols should be in place. The committee so far consists of DJ Bloom (Appleseed), Andrea Armin (Humboldt), and Jeff Richmond (Live Oak).

**Approval of Minutes – Raph Levien**

Recording Clerk Raph Levien read the minutes for Session VI. The minutes were approved with minor corrections.

**Closing**

We ended at 5:00pm in silent worship. Let us pray for the world.

Faithfully submitted,

s/ Laura Magnani, Clerk
s/ Raph Levien, Recording Clerk
s/ Tom Yamaguchi, Recording Clerk
THE ATTACHMENTS
Attachments are arranged in alphabetical order by title. This includes all reports that were submitted to RepCom 2022, whether or not they were referenced during the meeting.

1. AFSC Rep Report
2. Arrangements Report
3. Childrens Program Report
4. Clerks Call to RepCom 2022
5. Communications Report
6. Discipline Report
7. Eldering Subcom Report
8. Finance Report
9. Finance Revised AS 2022 Budget
10. FWCC Rep Report
11. Indigenous Concerns Subcom Report
12. Junior Yearly Meeting Report
13. Latin American Concerns Report
14. Ministry Report
15. Nominating Report
16. Peace and Social Order Report
17. Site Exploration Team Report
18. Treasurers Report
19. Unity with Nature Report
20. Youth Programs Coordinating Report
Report from PacYM AFSC Corporation Members Ramona Hussey (Honolulu MM) and Stephen McNeil (Strawberry Creek MM)

Friends may have heard that AFSC is struggling to find a way forward in implementing its strategic plan, adopted by the Board in 2020.

Background information, including a transcript of a Zoom call with nearly 300 F/friends, may be found at the following link from The Western Friend. The Director of the AFSC/Friends Relations Office, Lucy Duncan, has been fired.

https://westernfriend.org/search/node/AFSC

AFSC Leadership Staff members responded to the original article in a letter at the link below: https://westernfriend.org/media/afsc-leadership-responds-perilous-crossroads-letter

In it, they stated “We welcome any member of the community of Friends to be in touch with members of the Leadership Team or contact Hector Cortez, deputy general secretary, with specific questions that they would like addressed. Hector can be reached at hcoritez@afsc.org.”

Ramona and Stephen have spoken with Western Regional Director Sonia Tuma (Orange Grove) and participated in several Zoom calls. Sonia emphasizes that AFSC Programs in the West/PacYM region are proceeding to do good work. Friends may read the February 2022 newsletter here: https://tinyurl.com/mwznnh9y

The AFSC Corporation meets virtually April 7-9, along with the Board of Directors. We expect to report back to PacYM.

We are not able to discern a way forward currently, and ask that Friends hold AFSC, staff and volunteers, in the Light.
Your Arrangements Committee is looking forward to supporting the logistics for the holding of Annual Session 2022, whether our gathering is held online, in-person or a combination of both (hybrid). As we get closer to the date, we will be reaching out to you, our Pacific Yearly Meeting community, with a wide variety of options to volunteer at Annual Session. Whether you are available for just a few minutes or you can consider a longer commitment, there will be something for everyone to help make Annual Session run smoothly.

Communications Committee is bringing a minute that would transfer the responsibility for the Daily Miracle (newsletter produced each day during Annual Session) and on-site Secretariat tasks (when Annual Session is held in-person) to Arrangements Committee. If the minute is approved, Arrangements Committee will welcome the opportunity to provide these services.

In addition to our logistical support for Annual Session, Arrangements Committee carries the ongoing task of exploring sites for the holding of our annual gathering. This work acknowledges that our community and our needs are continually evolving, and a site where we have enjoyed holding Annual Session in the past may not be appropriate for our needs in the future.

We look at over 20 different elements when considering a site, including compatibility with our community, ADA accessibility, lodging options and meeting spaces (both outdoor and indoor), how dietary concerns are addressed, general location (accessible by public transportation, proximity to out-of-town transportation), weather and altitude, opportunities for hiking and swimming, capacity for hybrid meetings, and of course, cost.

With the advent of new technologies, Friends now have the option to consider participating in Annual Session activities remotely (online). This means we may not again reach numbers of 350+ Friends at an in-person Annual Session. As a result, we are starting to look at sites that had previously been considered too small to accommodate us. We appreciate your continued suggestions and recommendations of sites for the holding of Annual Session in both southern and northern California.

Respectful submitted by
Bronwen Hillman
Arrangements Committee, Clerk
arrangementsclerk@pacificyearlymeeting.org

Currently serving on Arrangements Committee are:
Ann Fuller (Santa Monica), Bronwen Hillman (Mexico City) (Clerk), Judi Oehmen (Santa Monica) and Peni Hall (Strawberry Creek) plus Lawrence Alderson (Orange County) *ex officio* in their role as Registrar
Pacific Yearly Meeting  
Children’s Program Committee  
Report to Representative Committee (RepCom) 2022

We are being asked to provide a children’s program at Mt. Madonna, as we have done in the past. But this year we are faced with a variety of problems that we have not faced before.

First, setting up a children’s program after two years of the Annual Session being on Zoom is difficult because the children did not attend Zoom sessions, so the children and their families are out of touch with our program.

Second, a dwindling number of young adults are able and willing to staff a children’s program.

Third, there are fewer and fewer families involved with our Monthly Meetings.

Last year, knowing that children would probably not attend the Annual Session, we organized a series of field trips -- gatherings all over the bay area and the state. These were day-long events scheduled over two months, all of them on the week-ends. Attendance at these gatherings was encouraging, and wonderful connections were made among parents and children. There is enthusiasm both in our staff, but also among families, to have more of these field trips in the year ahead.

At the same time, we foresee some difficulties with the Mt. Madonna site:

- The classrooms are a distance from the gathering
- Camping is far removed from the gathering
- There is a need for lifeguards/ concerns about the cleanliness of the pond
- Lack of outdoor activities for the children and teenagers
- We lack staffing for both in-person programming and planning for field trips. Bringing in materials, taking responsibility for the well-being of a group of children, and planning for meaningful and enjoyable activities takes time and work. Bringing all the material needed for a pre-school and elementary school program is daunting, and if left for just a couple of people, as it often has been in the past, is exhausting.

We also have faced scheduling problems in the past. Although we have been told that many people in the Yearly Meeting want families and children to be present, the events that we scheduled last year were designed to be at slightly unusual times in order to avoid conflicts with activities that many adults would find compelling and important. But last year our careful plans were preempted by the xxxxxxxx Committee, so that during our story hour time, for example, no one came.
Clerk’s Invitation to
Pacific Yearly Meeting Representative Committee 2022

The theme of our Annual Session in July will be
Beloved Community: What Does It Mean to Belong: to Ourselves, to Each Other, to the Earth?

Everyone in PacYM is invited to RepCom—you don’t need to be your Monthly Meeting’s representative, and you don’t need to be serving the Yearly Meeting in any particular role. At the same time, we need the participation of Meeting Reps, committee clerks, officers, and organizational representatives to enable us to conduct our business.

When/Where
Representative Committee (RepCom) will be held virtually in 3 zoom sessions each on Saturday, February 26, and Saturday, March 5, (9:30-11:30; 1:00-2:30; 3:30-5:00). There will also be a meeting of Monthly Meeting Representatives to Yearly Meeting from 7:00-8:30 p.m. on Friday, February 25, to familiarize reps with the purpose of RepCom and their role in it.

Registration
You must register for RepCom in order to receive the Zoom links. Please register by Friday, February 18 by filling out the form HERE

Information Page
RepCom information and reports are being posted on the RepCom 2022 Information Page.

Presenting and Reporting
Officers, committee clerks and representatives to Quaker organizations should please submit written reports of your PacYM work by Tuesday, February 15, to allow time for it to be posted on the website in time for attenders to read the material. Reports submitted after the deadline may not be posted. See Instructions for Submitting a Report.

In preparation for annual session, any business that committees, officers, or representatives to outside organizations intend to bring to annual session must be brought for a “first reading” to Representative Committee. If you have an item for the RepCom agenda, contact Laura Magnani, Presiding Clerk (clerk@pacificyearlymeeting.org).

Interest Groups
Committees that wish to propose interest groups for Annual Session should first consult How to Propose an Interest Group for Annual Session. The deadline for submitting a proposal is 11:59pm, March 5. To submit a proposal, click HERE. This year we will be introducing a new option, in order to accommodate more offerings, a time slot before the gathering and the weekend after the gathering, entirely by zoom.

Junior Yearly Meeting
We are very aware that our younger Friends have had a difficult time remaining connected with the rest of us (and we with them) during the COVID-19 pandemic. We hope that we will be able to be with our younger Friends again at an in-person annual session in July 2022. We are working with the Youth Programs Coordinator to develop a strong and meaningful program for all of our young people.

We look forward to having you join us for these important meetings, especially because we will be exploring the possibilities for meeting both in-person and on-line, in a blended annual session. Your wisdom and Spirit will help guide that process.

Blessings,
Laura Magnani, Presiding Clerk
Heather Levien, Assistant to the Clerk
Summary: We continue to work hard in service of strengthening our ability to communicate with each other. We bring to you prototype monthly meeting directories and ask that you review and update the information with your monthly meeting’s information, and give us feedback on formatting and what might be missing or need to be changed. We also bring two proposed minutes: (1) a policy around the use of email lists; and (2) The production of the Daily Miracle and other on-site Secretariat functions at the annual session will be the responsibility of the Arrangements Committee and not of Communications Committee.

Dearly Beloved Friends,

At our virtual committee retreat this past fall, we worshiped on naming the spiritual gifts each of us was called to bring forward in committee service, the tasks our committee was called to do, and how each of us was led to contribute our spiritual gifts to the work that needed to be done. We welcomed our new members, Andrea Harmon and David Tucker, and spent time reflecting on the contributions of Sharon Gates and how we miss her steady presence. We developed a short (!) list of those tasks we wanted to prioritize, and organized ourselves into loose “workgroups” which would meet to further the work of each task. The tasks included (1) Producing a PacYM directory composed of individual Monthly Meeting directories; (2) Producing email lists, which would allow friends united by interest or role to easily communicate with each other; (3) Website functioning; (4) Supporting the work of our PacYM Presiding Clerk and our committees; and (5) Supporting the functioning of our own committee, which included documenting our processes and putting together a role description for the database manager. However, more important than the work we have completed has been our fellowship together during this time of distance and separation. The bonds between us have continued to strengthen and grow, and we are truly “Friends” together.

We have continued to work on building out our communications and membership database which we will use to create a PacYM directory and to produce email lists. We have:

- Recorded full/or near full membership for 33 meetings and 5 worship groups
- Recorded 1212 members and >2100 records
- Trained three friends on direct database usage
- We continue to do outreach as needed with monthly meetings; this has included attending the Business Meeting of several meetings to explain the communications database project.

At this Representative Committee Meeting we will share with you a prototype PacYM directory and ask for your feedback. We are also going to ask each meeting to review their entries in the directory for accuracy. We will also share a yearly timeline for how updates and corrections will be made to the database.

We are developing a PacYM directory handbook that will document and provide an institutional memory of our policies and procedures related to the communications and membership database.

We continue to work on the website: A revamped youth section shows the upcoming events with sign ups. We plan to introduce an improved calendaring system on the website and task the PacYM Administrative Assistant and YPC jointly with keeping that information as up-to-date as possible. We are systematically reviewing all the pages of the website to update or overhaul stale information, and of course there is a lot of work associated with each Annual Session and RepCom meeting. The Website
Team has been joined in our meetings by Tom Vosburg who is IMYM Technical Lead, resulting in fruitful exchange of ideas between the websites of the two yearly meetings.

We are bringing two items for review and approval by Representative Committee:

- The following **Minute**: “The production of the Daily Miracle and other on-site Secretariat functions at the annual session will be the responsibility of the Arrangements Committee and not of the Communications Committee.”
- A policy governing the use of email lists (see below)

We have developed a position description for the DM editor which we will share with Arrangements.

We are grateful for the opportunity to serve.

**Members** of our committee include: Andrea Harman, Allison Kirkegaard, George Mills, David Tucker and Kate Watkins (Clerk). Bronwen Hillman (Administrative Assistant), Jan Tappan (Historian/Archivist), DJ Bloom (Statistical Clerk) and Keenan Lorenzato (Youth Programs Coordinator) serve ex officio on the committee. Christina Forst has been participating in our work; we are grateful for her service.
Policy on Email Lists

Definitions
An email list is a technology that allows a person to send an email message to many email addresses at once by sending it to a single group address. For example, if we had personal email addresses for Margaret Fell, the Public Universal Friend, and Bayard Rustin (e.g., margaretfell@gmail.com, puf@aol.com, bayardr@earthlink.net), we could add these personal email addresses to an email list with the address examplelist@pacificyearlymeeting.org so that someone could send a message to all three of these Friends simply by sending an email to examplelist@pacificyearlymeeting.org.

There are two types of email lists: announcement lists, which allow one-way communication of information, and discussion lists, which allow back-and-forth conversation.

Email lists in Pacific Yearly Meeting
The Pacific Yearly Meeting (PacYM) Communications Committee will create and maintain email lists using information from the PacYM communications and membership database. These lists are intended to strengthen our community by enabling Friends with similar ministries to communicate with each other and by helping PacYM officers and committees to share important information with the yearly meeting body.

Only appropriate PacYM officers, committee clerks, and PacYM employees can send emails to announcement lists, using their official PacYM role-based emails. PacYM Friends will be included in these lists on an opt-out basis; everyone who has an email address listed in the communications and membership database and has consented to receive emails pertaining to the yearly meeting will be automatically put on relevant announcement lists, with the option to unsubscribe given at the bottom of each message. Examples of announcement lists include:

- A list of clerks, co-clerks, and clerking teams of monthly meetings
- A list of monthly meeting representatives to Pacific Yearly Meeting
- A list of parents with children under 18 and other Friends who sometimes accompany children under 18 to PacYM events

Discussion lists allow anyone who is on the list to send emails to the list. Friends will be included in these lists on an opt-in basis; an appropriate PacYM officer, committee clerk, or employee will send an invitation to Friends identified in the communications and membership database (or otherwise self-identified) as potentially having an interest in participating. Those that do choose to join will then be
added to the list, with the option to unsubscribe given at the bottom of each email if they change their mind. Examples of discussion lists include:

- A list of Friends leading children’s education or first day school at their monthly meetings
- A list of Friends leading peace and social order ministries at their monthly meetings

Friends are asked to “clerk themselves” when composing emails to discussion lists, caring for the community by considering whether the content is kind, necessary, true, AND RELEVANT TO THE PARTICULAR LIST. Guidelines for use of DISCUSSION lists may evolve as we gain experience with them.

Communications Committee will receive requests from PacYM officers, committee clerks and employees and discern with the person making the request whether an email list is appropriate. Communications Committee will create new lists as needs arise, being mindful of whether proposed lists are relevant to the yearly meeting, expected to remain relevant long enough to justify their creation, and within the committee’s energy to create and maintain.
Pacific Yearly Meeting
Discipline Committee
Report to Representative Committee 2022

The Discipline/Faith and Practice Revision Committee has met 6 times since the last Representative Committee meeting and is making good progress in its work. We operate under a minute from 2014 to “begin the next revision of our Faith and Practice” and propose to proceed with this work in the following way:

We plan to create a new Faith and Practice that will be available in two sections, the first a “generational” document representing the heart of our faith and practice, and a second consisting of a collection of organizational and supplementary materials that are more directly linked to changing conditions and structures or that serve as resource material. Both “books” will be posted digitally, downloadable, and available for print-on-demand, but the first is designed to exist with little or no change for a decade or more, and the second to be subject to periodic additions or changes. Our present Faith and Practice we feel is in many ways richly useful and will remain as a basis for our work. The “generational” text will reflect in the main the first half of the present text, and the resource text mainly the second half.

To support this work, we ask that this Representative Committee request that:
- Our Nominating Committee be asked to bring to the Annual Session the names of three additional members to serve on our committee for the duration of this revision, and to consult with our committee regarding our specific needs in doing so, and that
- Our committee be given a significant period of plenary time at AS 2022 to clarify to the larger community the nature of this undertaking and to ask for guidance and support in the work.

We propose to bring to the annual session a draft plan for this composite work, setting out:
- how we might sort present material into these two books
- which materials we have come to believe are in need of revision
- what resources we believe we will need to complete the project, which may include additional committee members in the following year.

Jim Anderson and Sue Scott, Co-clerks
Ray Rischpater, Margaret Mossman, Sarah Tyrell, Patricia Portillo, Diego Navarro, Jan Tappan [ex officio], members of the committee
The Eldering Subcommittee has continued to support the spiritual deepening of PYM by offering and arranging spiritual accompaniment for people in clerking and other demanding roles, and by holding the plenaries in prayer. For the past two years most of this support has been conducted on zoom. This spring we are looking forward to the likelihood of serving in person. In addition we are delighted to be able to hold our committee’s retreat in person for the first time since 2019.

One of our committee’s goals is to grow eldership capacity in our monthly meetings. We have continued to offer Eldering workshops to monthly meetings when requested and hope to do more in the coming year. Thus far, four meetings, Grass Valley, San Francisco, Santa Cruz and Davis have welcomed us to their post-meeting time for a 90 minute workshop on the basics of eldering.

Despite Chamba moving to France mid-year with a 9 hour time difference, our membership has remained stable this year and we have been enriched with the addition of Paul Harris, Redwood Forest Meeting, to our midst. Mica has stepped down as co-clerk and remains a valued member, helping us to transition our committee work to google docs and the web page she has designed. We look forward to having a more robust and accessible repository for our work.

Respectfully Submitted,

Dorothy Henderson, Clerk

The Eldering SubCommittee members are:
Gordon Bishop, Grass Valley; Elaine Emily, Strawberry Creek; Valerie Nuttman, Santa Cruz; Nancy Wilkerson, Strawberry Creek; Chamba Cooke, Grass Valley; Paul Harris and Dinah Bachrach, Redwood Forest; Dorothy Henderson, Grass Valley Co-clerk; Mica Estrada, Strawberry Creek Co-clerk.
Actions of the PYM Finance Committee in the past six months: 1. We recommend approval of the proposed budget for Annual Session 2022, even though our estimates could be fairly inaccurate. However, we feel we should be optimistic, plus we have the benefit of reserves as something of a cushion. 2. Note that we made some estimates of suggested pay-as-led guidelines, but expect the Registrars to lead that work as time passes. 3. We have been blessed with Genie Stowers, who has taken on the role of Assistant Treasurer. She and Roy Allen, our Treasurer, feel they are working well together. A primary role for Genie is the handling of finances related to staff and independent contractors, which helps Roy and the Committee greatly. 4. We received a mini-audit from Emma Castenada last fall, and have incorporated a number of her suggestions already. We will continue to consider her guidance in the future. This includes updating signatories to our financial accounts, and the Finance Clerk now has access to the Friends Fiduciary accounts and statements and can review them regularly, which covers one of Emma’s suggestions. PYM holds three investment accounts with Friends Fiduciary: invested general reserves, invested session reserves, and the Bob Vogel Endowment. 5. When PYM decided to hire a paid administrative support person last year, the Finance Committee was asked to estimate the cost and related issues for such a position. We then worked with the Presiding Clerk and others to weigh staff vs. independent contractor status, and are delighted Laura was able to (formally) add Bronwen to our team.

General overview of the Finance Committee’s work: The Finance Committee prepares two budgets for Pacific Yearly Meeting. The Annual Session Budget is prepared in advance of the spring Representative Committee meeting for its approval, and the General Fund Budget for Pacific Yearly Meeting is prepared in advance of Annual Session for approval. It is up to the Yearly Meeting or its Representative Committee to discern what the expenditures within those budgets should be. Finance Committee manages our funds and arranges to meet our obligations. The committee sometimes offers advice on how to handle situations where financial experience seems needed.

Annual Session 2022 Budget and the Pay-As-Led Experiment: The budget proposal attached to this report reflects the actual amounts we spent for last year’s annual session. Due to the impacts of the pandemic our annual session was virtual and our expenses were very low. At RepCom 2020 we agreed to the adoption of a Pay-As-Led approach for Annual Session 2020. This functioned very well and resulted in a budget surplus. Thus, the Finance Committee feels it is safe to continue this approach and recommended that the voluntary payment amounts for AS 2021 be $30 for adults and $10 for under 18. We want to remind everyone that under a pay-as-led system, each person or family is genuinely free to pay what they can afford. We want to encourage participation and attendance and we hope that this approach helps facilitate that. We also recognize that the real test will come when our Annual Session returns to our “normal” in-person setting with the associated higher costs, particularly if we have some form of hybrid gathering. We look forward to reporting back on the results of Pay-As-Led after a ‘normal’ Annual Session.

The Finance Committee consists of Robert Levering (Santa Cruz), Sherri Sisson (Orange County), Martha Hunkins (Humboldt), John Murphy (Hawaii), Sarah Bottom (La Jolla), Roy Allen (Treasurer, ex officio), Genie Stowers (Assistant Treasurer, ex officio), Susy Cervantes (Statistical Clerk, ex officio), and Doug Smith (Reno, Clerk of FC)
## PLANNING - ONLINE (Zoom) PARTICIPANTS -
Suggested registration payments - PAY AS LED

### PROPOSED BUDGET FOR AS 2022

#### INCOME

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<tr>
<td>8240 - AS Subsidy from PacYM General Funds</td>
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<tr>
<td>8280 - Donations received for Annual Session</td>
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**TOTAL INCOME** 79,000

#### EXPENSE

<table>
<thead>
<tr>
<th>Description</th>
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<tbody>
<tr>
<td>8410 - Registrar's expenses</td>
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<tr>
<td>8420 - Secretariat Expenses (incl. copying)</td>
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<td>8430 - Arrangements expenses</td>
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<td>8435 - Virtual Meeting Coordinator</td>
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<td>843x - Other technology expenses</td>
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<td>8440 - Children's program</td>
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<tr>
<td>8450 - Cost of facilities (food &amp; lodging)</td>
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<tr>
<td>8450 - Cost of facilities (JYM &amp; Children's Program)</td>
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<td>8460 - Junior Yearly Meeting</td>
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<td>8490 - Clerk's invited guests</td>
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<td>8500 - Insurance</td>
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<tr>
<td>8531 - Online payment service fees (PayPal)</td>
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<tr>
<td>8540 - Miscellaneous expense</td>
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**TOTAL EXPENSE** 120,700

**NET PROJECTED DEFICIT** 41,700

Assumes no registration payment for ages 0-18, reduced payment expectations for ages 19-30, and >150 total attendance.
Friends World Committee for Consultation (FWCC)

Emelyn Buskirk and Hulda Muaka, representatives to FWCC

**Announcing the Online Meeting of the Section of the Americas** on Saturday, March 12, 2022.

This is a great way to experience the diversity of Quakers in the Americas. Friends from Bolivia, Peru, and Central America will be there, sharing the richness of their cultures and points of view. People from all four branches of Quakerism will be there: Liberal, Conservative, Pastoral and Evangelical. Our experience of these meetings is that the Power of the Light can be felt, drawing us into unity. You can go online to find out more and to register. The website is fwccamericas.org. From the home page click on "Events". Also on the events page is a conference on the environment called "Spirit-Led Climate Action Among Quakers."

**FWCC in the pandemic** FWCC has continued to find ways to respond to the challenges of the pandemic. Resilience is a theme that has dominated as Friends develop this strength to we cope with life in the "new normal." Meetings that were once held in person were now held online. However, the reduced expenses for travel and housing made it possible for more Friends from Latin America to participate. This greatly enhanced the experience.

**Traveling Ministry Corp** This group had a lot to do with the success of the 2021 Section Meeting. Many of the arrangements were made by the ministers and sure enough their many talents made the bilingual semi-programmed worship a success. The Corp has been involved in a lot of exciting activities. Nine online events were held with hundreds of participants. There were gatherings for young people, men only, and women only. Unfortunately the Traveling Ministry has been laid down due to lack of adequate funds.

**Meeting of Women** A meeting of women led by Latin Americans was also attended by women from the USA and Africa. It was held on October 30, 2021. Two speakers, one from Guatemala and one from Kenya, were inspired by women in the Bible to become leaders in their communities. There is a growing number of women pastors in Kenya. The conference gave them a chance to share their experience. They encouraged women who were called to the ministry to follow that leading.

**Quakers at the COP 26 Climate Conference** Quakers took an active role in this UN event in Glasgow. FWCC is one of the parent organizations of the Quaker UN Office (QUNO), which was a participant. An FWCC sponsored report was given to the Quaker world from the Glasgow meeting house. Two women, one who is a representative for climate action at the QUNO office and, one who works on economics and sustainability at Quakers in Britain shared their perspectives on the conference.

Friends sponsored an event within the COP conference called "fair share in finance for people affected by loss and damage." QUNO, FWCC, and Quaker Earthcare Witness were three of the four organizations involved. The focus of the presentation was the disastrous floods caused in Nepal by more intense rainfall. You can find videos of both these events at fwcc.world/areasofwork/sustainability/cop26

**News from the World Office** After Gretchen Castle left the General Secretary position Susanna Mattingly stepped into that role on a temporary basis. We now welcome our new General Secretary, Tim Gee. The website shared a statement on Desmond Mphilo Tutu from Friends in Southern Africa.
PYM’s Indigenous Concerns Subcommittee was reconstituted and began meeting in December 2021. Eight members have been active and attended most meetings. Most, to their knowledge, are fully European in ancestry. Two members have some Native heritage.

This group started by sharing knowledge and backgrounds related to Indigenous concerns which provided a rich set of references and ideas, laying a foundation for addressing the needs of PYM’s monthly meetings.

We then looked at five possible scenarios for focusing our efforts. Feeling called to connect with monthly meetings, members volunteered to contact a selection of monthly meetings. Getting responses from monthly meetings proved challenging. This exercise showed that the awareness of Indigenous issues was likely lacking in PYM generally. Not giving up, we persevere in reaching out to monthly meetings.

In response to a request from the PYM Presiding Clerk, we developed a water/land acknowledgement draft to be given to RepCom. The expectation is that feedback from RepCom will feed into the water/land acknowledgement for Annual Session. We also agreed to provide an interest group during Annual Session, the details to be worked out over the next two months.
Junior Yearly Meeting (JYM) Committee Report to Representative Committee

Annual Session 2019
When a new or shy teen arrives, they are noticed, they are brought into the fold; included, accepted, embraced. There is laughter and spontaneity; cooperation and friendly competition; games and lively AVP exercises; trips to the pond or a hike; an engaging service project; and a whole-community dance. By the end of the week, there are no new kids; there is a community of bonded friends. The snowball is rolling downhill, picking up speed and new participants and new leaders as it rolls ahead.

Annual Session 2020 – the snowball hit a wall. A handful of teens showed up, some of the activities were managed in a limited way, but none of that good stuff happened.

Annual Session 2021 – Two teens from the previous year and a few of the graduates showed up for a few hours, but none of that really good stuff happened: no new kids, no bonding, no Respectful Relationships Workshop, no AVP, no dance.

The snowball has stopped. It will take a lot of effort to get it rolling again. The committee is ready to work hard to make that happen, but the teens need to be together, to bump shoulders and tie-dye shirts, to learn about and serve the larger community; to learn patience and compassion; to listen deeply and speak their own truth.

Family Work Camp at Quaker Center drew about 13 teens of JYM age in addition to many of the graduating teens. The work was engaging and done cooperatively, the other activities were enjoyed by many. This group was self organized and a testament to their desire to meet in person. This was proof that in-person activities are needed to draw the teens in and build a mutually supportive community. But when the workcamp ended, we could not promise that Annual Session would offer the same sense of community and fun. We would like to make that promise now.

We have two teens continuing from last year’s rolls and we have identified at least 25 teens throughout PacYM who might be interested if we have a venue to meet in person.

For the Annual Session 2022, we expect that the adults on the committee will have to do a lot more of the planning and implementing than in the past – in fact, most of it. Our goal is to have engaging, in-person activities, great snacks, deep conversations, a team of wonderful FRAPS. If you have any program or presentation that you want to share with the teens, you will have to make arrangements well in advance of the Annual Session: we will need every minute carefully planned to make up for the two years we lost. By the end of Annual Session, we expect to have added at least 12 new teens to our list of developing leaders, and made initial plans for several mid-year activities.

Our expectations for Annual Session 2023:

a. We will need to arrange for larger spaces for our activities because there will be so many more teens participating than in 2022.

b. Our snack budget will have to be increased and we may need more FRAPS.
c. We will all – teens and adults – see clearly how our relationship with the rest of Pacific Yearly Meeting can enrich our spiritual lives and prompt us to seek higher purposes going forward.

Let us close with some quotes from a few JYM teens:

"It is extremely important for the new teens coming into JYM to have the physical connection in their spiritual communities."

"Being in physical proximity to Friends keeps the Light shining."

"We want the Light from Friends, not from our computers."

The committee members are Cedar Green and Suzanne Doss (co-clerks), Steve Leeds, Bertha Pena, Natasha Herrera, Santiago Meyer, and Faith Cantu with ExOfficio members Keenan Loranzato, the Youth Programs Coordinator, and Julie Harlow, liaison from Nominating Committee.
In 1997, PYM Annual Session established a standing Latin America Concerns Committee to gather and disseminate information to Pacific and other Yearly Meetings regarding Friends groups and service projects in Latin America with special attention to Casa de los Amigos in Mexico City, El Salvador Project and Guatemala Friends Scholarship Program (Progresa). The intention is to support rather than replace spirit-led projects already supported by Monthly Meetings, Worship Groups and individual Friends. In 2017, the Undocumented Student Program of Sacramento Meeting became the fourth project in LACC.

**Casa de los Amigos**
Casa de los Amigos is a Quaker Center for Peace and International Understanding in Mexico City and the historic home of the Mexico City Monthly Meeting. The Casa remains paralyzed by an ongoing institutional crisis, but there is hope and progress. In 2019 the outgoing director illegally removed the majority of the Board (Asamblea) without their knowledge and hired a new director unfamiliar with Quaker work. Since then, most programs have ceased, most partners cut ties, and the building has been occupied. Since this past summer it appears that the people who instigated the crisis are no longer involved and that the occupants are overseen by Horacio Peña, a programmed Quaker from the Monterrey area and former board member. For reasons that remain unclear, he has refused the Board’s efforts to meet and address our community’s significant concern. The Board encourages anyone who might have an impactful connection with Horacio Peña to contact us. As the Board works diligently to return the Casa to its community and mission, donations are greatly needed and can be arranged by emailing asamblea@casadelosamigos.org. Please visit the website www.casadelosamigos.org.

**El Salvador Projects**
El Salvador projects of Palo Alto Friends Meeting have continued to adapt under pandemic conditions. In 2021 we had several students finish in our program and others who dropped out of the program and their studies. We finished the 2021 year with 15 continuing university students, the 2022 academic year we start with 19 students, including four bright young women selected from only seven applications, which is much below our normal number of 10-18 applicants. Our coed student house continues to function but like in 2020 and 2021 with limited use and a maximum of 11 of the 22 beds being used. All university students and residents at the house have received Covid-19 vaccinations and buster. We continue to provide limited support to the public K-12 school and youth group in the village of El Bario where our work started back in 1989. Public schools in El Salvador have asked students to attend in person classes but this is still voluntary with virtual schooling available for all, the majority of students have opted for in person classes attending 2 or 3 days a week in small groups.

To follow our work or for more information, you can visit [www.pafmelsalvadorprojects.org](http://www.pafmelsalvadorprojects.org), or see our fan page on Facebook, [https://www.facebook.com/pafmelsalprojects](https://www.facebook.com/pafmelsalprojects). You are also welcome to write to our Project Director, Robert Broz, at rpbroz@gmail.com, or Committee Clerk Hulda Muaka, at huldamuaka@hotmail.com.

**Guatemala Friends Scholarship Committee (PROGRESA)**
2021 was a second year of great challenges and significant achievements. 95 students were supported, and 19 graduated. About half of our students had sponsors. Despite heroic efforts of staff to support students, the
continuing pandemic took a toll. Worsening economic conditions forced over 20% to drop out: a much greater number than in the past. PRORESA, like many other other programs, was unable to meet our new student recruitment goals, yet we continue to work towards our goal of 100. Vaccinations are required by PRORESA, and two potential students declined. Staff continues to ensure that our students can connect with virtual classes. Workshops are held weekly to provide student support and promote community. Some students participated in an Alternatives to Violence Basic Workshop taught by PAV Guatemala; there are plans to offer the Advanced workshop followed by a trauma awareness workshop, Resilience to Trauma. A second successful virtual Teaching English class was U.S. Was are optimistically planning to return to Guatemala for Teaching English in December 2022. For more information visit:  www.guatemalafriends.org  or  https://www.facebook.com/progresa.quakers  Or you can contact us:  Miguel Costop, Director progresa3@gmail.com  or Donna Smith, Progresa co-clerk at RedwoodForestFM  dforestvil@aol.com

Sacramento Friends Meeting, Undocumented Student scholarship Project

Sacramento Friends Meeting has been working to support undocumented students at Sacramento State University since 2010. Our scholarship consists of a $1,000 award per year. It is renewable and available to undergraduate and graduate students. In the current academic year 2021-2022, we awarded four qualifying applicants. Currently, we are supporting seven students. During the pandemic it has been more difficult to keep in touch with scholarship recipients. One student who graduated last year got a job as a music teacher at a private school. Another recent graduate said, “Thank you very much! I am super excited to begin my professional career as a school counselor! I will make sure to share your link and stay in touch as I am sure I will be working with many students who can benefit from this scholarship!” From providing support for DACA renewal fees, to buying materials for classes, and helping students pay for housing, our scholarship continues to give students hope that someone cares about their future. We at Sacramento Friends Meeting are grateful for the continued support from members of PYM and Monthly Meetings.

http://www.quakerundocumentedstudentscholarship.org/index.html

2022  Linda Rowell, Chico, Co-Clerk
2023  Sirgei Agalzoff, Orange Grove
2024  Margaret Willis, Delta.
2024  Paty Constantino, M. City
      Appt by Casa de los Amigo--Bart Czyz
      Appt by El Salvador Project-- Hulda Muaka, Palo Alto
      Appt by Guatemala Scholarship(Progresa)--Donna Smith, Redwood Forest, Co-Clerk
      Appt by Undocumented Student Project--Patricia Portillo, Sacramento

Submitted by Donna Smith, Co-Clerk
SUMMARY

Since the annual session, one major focus has been evaluating the Sacred Space Process introduced and shepherded by the Racial Justice Subcommittee. We have supported the Presiding Clerk by participating in the hiring of an administrative assistant and participating in the discussion of the possibilities of remote, hybrid or in-person AS this summer. We have maintained communication with subcommittees and other groups, but many liaisons have changed this year. Since annual session, two of our members have resigned in their last year of service; Nominating Committee is looking for replacements for the remainder of this year (hopefully to continue into a new term). If you have suggestions, contact Julie Harlow fhmus@sbcglobal.net or Dan Strickland <danstrickland2001@yahoo.com>.

Action Items: Friends who attended annual session last year are encouraged to participate in the Sacred Space process survey—google form and in our open (zoom) meeting or both. This is the link to the survey to be completed by 11 March 2022: https://forms.gle/Fd9LzX1mL4z7ktDEA
The open meeting via Zoom will be on 19 March 2022 at 4pm.

Requests: None at this time.

NARRATIVE:

Along with the Racial Justice Subcommittee (their report below), we have reviewed the responses to the post-annual session survey question about the “Stepping Stones to Sacred Space” process, specifically the use of “ouch, oops, and whoa” to identify potentially harmful statements, and the use of the scripted description of the process before each plenary. The responses were varied and included joy and gratitude to be involved in the process of becoming a diverse and anti-racist faith community, as well as concern that the process could be judgmental and shaming. People found the debriefing sessions valuable. Even in the Ministry committee there are different opinions as we ask ourselves how to proceed.

There is wide agreement that we need to work together to create a just and inclusive community, and that the process is unavoidably difficult. There is a desire to move on to the next step in the process—towards reconciliation and healing. The subcommittee provided the foundation for a survey to see how people view the process after reflection. A google form of the survey was sent out before Rep Com and will be followed by an open (Zoom) meeting. Friends may participate in both formats if they wish. The responses will help us design the next steps in the process, going beyond creating awareness of micro-aggressions with “oops, ouch, and whoa,” and move towards healing damaged relationships and building trust. We are exploring resources from FGC as well as other groups working on reconciliation.

Administrative Position: With some international negotiating about logistics, Bronwen Hillman was hired as the administrative assistant.

Annual Session: In discussion with Walker Creek Ranch and Mt. Madonna Center, the Presiding Clerk and Friends on an ad hoc committee explored the possibility of a hybrid annual session. Walker Creek
Ranch lacks the connectivity we need. Mt. Madonna has the connectivity, the technology and the tech support. They are willing to work on problems we’ve experienced in the past.

Subcommittee Updates:

Racial Justice Subcommittee– Aaron Terry, Brenda Chung, Deborah Marks, Diego Navarro, Marlene Coach, Maryanne Michaels, Rita Comes:

Following the 2021 Annual Session the RJSC reviewed our experiences and the survey feedback from the Session. In general, the feedback was supportive of the Subcommittee’s work even though there were some areas of sensitivity to racism being addressed during Sessions and improvements needed to our Plenary Stepping Stones to Sacred Space Process preamble, addressing its redundancy while informing first-time plenary attenders.

We have spent time reviewing the RJSC Sacred Space Process and identifying the changes needed for the 2022 Annual Session. We have focused on supporting the Ministry Committee and Presiding Clerk in their upcoming Annual Session 2021 Temperature Check process by drafting an initial survey. We have attended two Ministry Committee meetings to discuss these areas of joint effort. We have received a request to provide more RJSC workshops following our series of five workshops for the Spring 2021. It is clear to the RJSC that holding such workshops is not a priority given the other work we are involved in, however helping train others to hold these workshops is something we may consider.

A query we have been exploring is, what can be done to help Friends shift their understanding of the Stepping Stones to Sacred Space Process? How to help Friends understand it is not about calling out and shaming, but rather calling in and learning about what we do so we can do what we want, which is to build up our beloved community. We provided a letter to the Ministry Committee and the Yearly Meeting Clerk that addresses these queries, particularly in the context of Meeting for Worship. We are grateful to have a Ministry Committee liaison who is on both the RJSC and the Ministry Committee who actively participates in the work of both, which helped bring forth new openings in our work with the Ministry Committee.

Friends of Color Subcommittee: (liaison Rita Comes). Much of the work of the Racial Justice Subcommittee overlaps with the Friends of Color Subcommittee. This committee has not met often.

Indigenous Concerns Subcommittee: (liaison Gail Eastwood) After a change in leadership and an infusion of new members, the committee began meeting in December. They began to reach out to Meetings regarding activities around indigenous concerns. They would love to hear from people in the meetings who are interested in indigenous concerns. Email subcommittee clerk Leslie Zondervan-Droz <lesliezd@reninet.com>.

Eldering Subcommittee: (liaison Robin DuRant) Dorothy Henderson continues as clerk of this committee. The committee provides eldering for a few clerks in PacYM positions. They are considering ways of working with Meetings to provide clerking support and develop new elders as well.

Religious Education Subcommittee: (liaison Eric Sabelman) Lacks a clerk at this time, but there seems to be new energy in the committee.
As requested by the yearly meeting, the committee has begun to address what the yearly meeting needs to move forward as a spiritual community. What do we need to be doing? How can we shape a YM-wide discussion and discernment of changes to ensure that all voices are heard? A related question is the role of RepCom: what is the role and future of this committee in meeting these needs?

Ministry Committee Members: Eric Sabelman (Palo Alto), Rolene Walker (San Francisco), Gail Eastwood (Humboldt, Clerk), Stanford Searl (Santa Monica), Rita Comes Whitney (Palo Alto), Robin DuRant (Orange Grove), Jay Cash (San Francisco)

The Friends of Color Subcommittee consists of Susan Cervantes (La Jolla), Ritt Dudley (Santa Cruz), Nathan Moon (Strawberry Creek), Marlene Coach-Eisenstein (Honolulu, Co-Clerk), and Bertha Peña (unaffiliated, Co-Clerk)

The Racial Justice Subcommittee consists of Brenda Chung, Big Island
Marlene Coach-Eisenstein, Honolulu, Co-clerk
Rita Comes Whitney, Palo Alto
Deborah Marks, Strawberry Creek
Maryanne Michaels, Redwood Forest
Diego Navarro, Santa Cruz, Co-clerk
Aaron Terry, Honolulu

The Eldering Subcommittee consists of Dinah Bachrach (Redwood Forest), Gordon Bishop (Grass Valley), Chamba Cooke (Grass Valley), Elaine Emily (Strawberry Creek), Mica Estrada (Strawberry Creek), Valerie Nuttman (Santa Cruz), Nancy Wilkinson (Strawberry Creek), and Dorothy Henderson (Grass Valley, Clerk)

The Religious Education Subcommittee consists of Eric Sabelman (Palo Alto), Stanford Searl (Santa Monica), Jay Cash (Strawberry Creek)

Report submitted by Robin DuRant and Gail Eastwood
Pacific Yearly Meeting
Nominating Committee
Report to Representative Committee 2022

The committee members are DJ Bloom, Dan Strickland, Gail Thomas, Hulda Muaka, Lisa Hubbell, Liz Baker, Margaret Mossman, Trudy Freidel and Julie Harlow (clerk)

We bring to the representatives for action
1) two corrections to the minutes of Annual Session 2021,
2) seven nominations for a first reading, including clerks or co-clerks named for two committees
3) a draft protocol for the selection of traveling and virtual representatives to Friends Organizations, and
4) a brief report on other work we are doing.

Comments or questions can be sent to the Nominating Committee at nominatingclerk@pacificyearlymeeting.org.

1. **Corrections:** We did not read the name Robin Keeler for YPCC but he got listed on the roster anyway. He has not accepted that nomination. Stephen McNeil’s name was read and approved but did not get on the roster as representative to AFSC. The clerk of Nominating Committee accepts full responsibility for these errors which will be corrected today.

2. **Nominations:** We bring you these names to season for approval at the March 5<sup>th</sup> session of this Representative Committee Meeting.

   **JYM – Co Clerks** – 2022 Suzanne Doss, Orange Grove’ and 2024 Cedar Green, San Jose

   **Ministry Committee** – 2022 Lee Sisson, Orange County (2022 RC)

   **YPCC** –
   2022 Melissa Lovett-Adair, Central Coast, **Clerk**
   Youth member: (2023) Alma Moon, Strawberry Creek (2022RC)

   **AFSC 2022 Stephen McNeil, Strawberry Creek (2021) [approved last year but not recorded]**
   2025 Jane Krause, Orange Grove (2022RC) Virtual Representative

3. **Peace and Social Order:** Nominating Committee is working with the Peace and Social Order Committee to revise and update the wording of the service description. The new wording will incorporate the 2020 Minute describing the approach to Social Concern Minutes, explicitly stating that it is still an ongoing experiment.

4. We are updating the service descriptions for some of the other committees and for some of the representatives to Friends Organizations.

5. Annual Session 2016 approved a minute which stated, in part, that there would be only two funded representatives named for certain organizations. The delegations and the organizations would like to have more participation, and this can be done now with virtual attendance. Therefore, Nominating Committee proposes the following protocol which will honor the efforts to bring travel funds in line with the budget, reduce our ecological footprint, and allow for fuller representation of PacYM.
Draft Minute: The following policy will replace any earlier minutes or policies related to the selection of representatives to Friends Organizations.

1. The number of representatives to an organization will be proposed by Nominating Committee for approval by the YM based on the requests of the organization and the availability and interest of Friends in PacYM.

2. When in-person participation is possible and desirable – including hybrid meetings – two representatives will be asked to travel to the in-person gathering and the budget will reflect an amount consistent with the travel costs for no more than two representatives.

3. Nominating Committee will designate no more than two representatives to receive travel expenses; other representatives or observers will be designated as virtual representatives.

4. All representatives, both virtual and traveling, are expected to fulfill their responsibilities to the organization (such as committee work or attending meetings) and to the YM (such as reporting to Yearly Meeting and informing Monthly Meetings). PacYM does not fund the travel of representatives to committee meetings or events other than the primary gathering of the organization.

5. We do not encourage increasing our environmental footprint by the travel of more than two representatives.

6. Registration costs will be covered for all representatives, both virtual and traveling.

7. If an in-person gathering or meeting is cancelled and moved into a virtual space, all representatives are expected to attend virtually.

8. If one of our traveling representatives is unable to attend an in-person event, the presiding clerk, in consultation with the clerk of Nominating, will make an interim appointment from one of the virtual representatives to go in their stead. The original traveling representative is welcome to attend virtually if they are able.
Summary:
PSO proposes that PacYM extend the following approved experiment (in purple below) for another 2 years until AS 2024. This would allow for more time for monthly, quarterly and yearly level to give feedback for improvement in the current system, or for offering PSO concrete alternate solutions for possible ways forward.

For context, in past years 2 separate needs were identified that our PSO committee has attempted to address. First, the need for networking and for better communication between monthly meetings regarding peace and social concerns. Second, a need for how to bring, approve, and distribute social concern minutes since former Annual Session (AS) evaluations showed consensus that Friends attending AS did not feel that discerning the language of Social Concern Minutes during plenary sessions was the best use of plenary time.

At Annual Session in 2020 it was approved on a 2 year basis:
PSO will no longer bring Minutes to AS for discernment.
1. Minutes of concern may be initiated by any Monthly Meeting, by a major Quaker organization (e.g., FCNL, FCLCA, AFSC), or PacYM committee or affinity group.
2. A Minute of concern initiated by a Monthly Meeting will be brought to PSO, which will distribute it to all Monthly Meetings within PacYM. In the event a minute is initiated by a major Quaker organization or other PacYM committee or affinity group and is relevant to the work of PSO, PSO will also support the distribution of these minutes to Monthly Meetings. Monthly Meetings may then consider their stand on the issue raised, discern whether to approve the minute as is, or approve a minute of their own.
3. We ask that all Monthly Meetings which approve minutes of concern:
   a) send letters to the editor and other local news sources and take concrete actions in the world to amplify the message and expand public awareness of the issue,
   b) reflect on and take actions realigning our own personal thinking and Quaker patterns and structures purposefully integrating the ideals of our minutes,
   c) let PSO know what actions they have taken, so that we can track the movement of the Spirit among us. PSO will post on the PacYM website.

Since AS 2020, PSO has distributed approved monthly meeting social concern minutes and posted them on the website. More monthly meetings, especially in SCQM have approved minutes being distributed. In addition, separate from PSO, SCQM initiated a Racial Justice group which shares resources and PSO feels that this experiment has worked well in addressing the two original concerns for better
communication between monthly meetings regarding social concern minutes and better use of plenary time.

Separate from the tasks of PSO, we have asked Nominating committee to revise the service description of our committee to reflect the approved experiment. Nominating will discuss that issue in more detail in their own report.

Report:
PSO wants to highlight the great work of the Racial Justice Network of Southern CA Quarterly meeting. A recent report of their network actions can be found here. Overall, PSO celebrates a functioning committee that has faithfully met monthly online since last annual session despite committee members dealing with Covid, losses due to wildfire, and doing street ministry and asylum advocacy during the current refugee crisis. It has been an honor to witness the ongoing dedication of this committee.

PSO affirms that faith and practice are interdependent, including how we communicate with each other inside of PacYM. While we move forward in times of great change, PSO continues to discern how to forge bonds of support and engage with monthly meetings regarding peace and social justice concerns. We appreciate and welcome your suggestions for strengthening our yearly meeting’s involvement in being the change we seek in the world.

Reminder:
- Please encourage your monthly meeting to check Peace and Social Order Committee’s updated webpage to review the template and simple instructions for writing social concern minutes and for an overview of minutes of approved by various monthly meetings by categories.
  https://www.pacificyearlymeeting.org/committee-newsletters-and-reports/peace-social-order-committee/
- Please send all approved Social Concern Minutes to our new role based email address: PeaceAndSocialOrderClerk@pacificyearlymeeting.org (capitalization is optional).

Respectfully, Shannon Frediani, co-clerk
PSO Committee: Zae Illo, Brian Johnston, Daniel Ulloa, and co-clerks Linnea Hanson, Betty Guthrie, and Shannon Frediani
Pacific Yearly Meeting

Site Exploration Team

Report to Representative Committee 2022

We want to report to you what the PacYM Site Exploration team has learned about the Mount Madonna Conference Center as a potential site for a hybrid 2022 annual session of Pacific Yearly Meeting. When we first started thinking about the idea of a hybrid annual session, one of the concerns that was most pressing for us was the point that our Youth Programs Coordinator, Keenan Lorenzato, has been stressing for some time, which is that the children and teens have not found any community with us adults through online meetings. After more than two years without being able to gather together with our young people, we hoped to be able to find a space we could share with young Friends, teens and Young Adult Friends.

Before I start telling you about Mount Madonna, though, some of you may be wondering why we investigated only the Mount Madonna campus and not the campus at Walker Creek Ranch, where we have held our annual sessions for the last several years that we were meeting in person. Since the beginning of COVID-19, Walker Creek Ranch, which is a property owned and operated by the Marin School District, has laid off all of its staff and they do not have plans to hire new staff until June of this year, so we had no one to talk to about our plans for annual session. Any staff we would be working with on the site in July would be new. Also, in thinking about the site, it was challenging to think about what could be suitable locations for hybrid worship and plenary sessions, assuming that we want to bring around 100 people or more to our in-person location. Finally, the week that Walker Creek was able to assign us this year overlapped with Friends General Conference, which is an activity that we know is quite popular with many PacYM Friends.

Meeting During a Pandemic

The staff at Mount Madonna are well aware of the constant changes necessitated by the pandemic and have assured us that a reservation could be canceled without a financial penalty at any time, though of course we would want to give them and ourselves a good lead time if we were to change our plan and move to a fully remote annual session. Our hybrid annual meeting would be premised on the idea that in-person attenders would be fully vaccinated and boosted and would have a negative test for COVID before coming to the site. Mount Madonna’s staff and residents are all vaccinated and boosted, with the exception of some of the children under 12.

Children’s Program

The site exploration team read with interest the letter sent to them by the Children’s Program Committee before we made a visit to Mount Madonna this year in January, and we took notes about the concerns that they expressed. We met with a number of Mount Madonna’s staff members, ate lunch there and went on an extended tour of the campus that included the school up on the hill. Nevertheless, the Children’s Program Committee continues to have concerns (see their report in the RepCom advanced packet), and a second visit to Mount Madonna was organized to inspect the space and ask more questions.
JYM

JYM’s need to gather in person is fundamental to its structure and success. At Mount Madonna the JYM would be in the Orchard House, near the Dining Hall, with camping space available in the field below the dining hall as it has been in other years at Mount Madonna. The Orchard House has a nice, open space that looks out onto a deck with a view over the valley.

Exploration Committee

Those who visited the campus in January 2022 included Laura Magnani (PacYM Clerk), Keenan Lorenzato (Youth Programs Coordinator), Jay Cash (PacYM Ministry member and Hybrid Meeting Specialist), and Heather Levien (PacYM Assistant to the Clerk); and Bronwen Hillman (PacYM Admin Assistant and Arrangements Clerk) and Sandy Kewman (Past PacYM Clerk) were present electronically.

Costs

We went on a tour of the campus that included a lot of places that people might choose to stay indoors and places suitable for camping. The cost of the facility is higher than we have been paying, but we will continue with our policy of “paying as led,” and the Finance Committee assures us that we have the funds to cover the costs. Similarly, there will be costs for the hybrid capabilities, and we hope that Friends attending on Zoom will be able to help with that. But all of us will pay what we can and know that the community is prioritizing our coming together. Two of the buildings that we previously used for the Children’s Program, Farmhouse & Farmhouse Annex, would be available to us, and we were able to look in at the Farmhouse, which is much as it was in 2013.

Food

We had an extended discussion with Mount Madonna staff about food and the issues that our community had the last time that we had an annual session there. She was sorry to hear that we’d had so many difficulties. The Mount Madonna community still remembers our community with great fondness. As a spiritual community, they do seem to be making a real effort to reach out to us and engage on those issues that were upsetting to people in the past. Savita had, before we arrived, negotiated for us to be able to bring our own snacks for the Children’s and Teen Programs, so long as no meat or fish products are involved. The Site Exploration Committee was offered a snack that had a very extensive array of options, including crackers, nut butters, nuts, fruit, cheese, hummus, cookies, coffee and tea. Likewise, the noon meal that they served us had a large variety of vegetarian options for protein. For those of us who remember the bread baked on site, we can confirm it is still most scrumptious.

On the second visit, on February 18, members of the team were able to ask again about the possibility of having a kitchen available for those who have special dietary needs and were assured that the kitchen in the Seminar House can be used for this purpose. Laura Magnani also asked whether it might be possible to have the café open, since so many of people attending annual session enjoyed being able to purchase snacks in addition to their meals. They are open to considering opening it for us.
Technology

Since Mount Madonna is a conference center that hosts yoga retreats which have started to become hybrid, they have installed state-of-the-art equipment to facilitate hybrid communications, and their staff is well-trained in using this equipment. The worship and plenary sessions would all be hybrid, in the main room that we used for plenaries previously, and some of the interest groups and other smaller sessions could also be hybrid.

Mobility

As we walked up and down, we considered how to assist those who might have difficulty with the hilliness of the campus. We assume that we will need at least one golf cart to help people move up and down hills, and Bronwen Hillman is looking into the logistics of renting at least one.

So, Friends, we know that this location is one that brings up many fond memories for some of us and a number of anxieties and far less enthusiastic remembrances for others. Certainly we won’t be able to gather together in person in the numbers that we have in the past, but there will be online options for those who still feel that coming to Mount Madonna in person is not a choice that feels right for them. Still, we wonder whether there might not be enough of us able to make the trip that it would be something worth the effort.

My family and I first went to Mount Madonna in 1998, the second year that we attended Pacific Yearly Meeting. Admittedly, we didn’t have a lot to compare it to; we had been once before to Chico in 1997, and while we had enjoyed that enough to come again, the college campus was hot and full of a lot of concrete. Mount Madonna, with its hills and trees and grass, seemed so beautiful by comparison. It was that year that we met a number of the people that we would see year after year: the Allens, whose son Robert was a year older than my son Alan; and the Sissons, whose son Sam was someone both my sons looked forward to seeing year after year. We all met when our children were small, and the kids grew up together and wanted to come back year after year to see each other.

We understand that there are some adults who have negative memories of Mount Madonna, about food they didn’t care for or religious icons they didn’t relate to or the fact that the teachers didn’t want us to touch their things. I ask my sons what they remember about Mount Madonna, and they do remember that they weren’t always crazy about the food. But they remember the campus itself with great fondness: the pond and the hill running up to the high school, and the hot tub and the preschool where they played with Winnie Sunshine.

What can we say, Friends?
General Operations Budget vs. Actual

<table>
<thead>
<tr>
<th>General Operations</th>
<th>FY 2020-2021 (ending 9/30/2021)</th>
<th>FY 2021-2022</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
<td>Actual</td>
</tr>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4100 — Miscellaneous Contributions to PYM</td>
<td>2,000</td>
<td>1,814</td>
</tr>
<tr>
<td>4101 — Contributions from Member Meetings</td>
<td>142,814</td>
<td>135,838</td>
</tr>
<tr>
<td>4102 — Miscellaneous Income</td>
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<td>153</td>
</tr>
<tr>
<td>4104 — Interest Income</td>
<td>400</td>
<td>400</td>
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<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>144,814</td>
<td>137,906</td>
</tr>
</tbody>
</table>

Requested contribution (aka assessment) per member (Calif. and Nev., Hawaii, Mexico City)

**EXPENSES**

<table>
<thead>
<tr>
<th>GENERAL EXPENSES</th>
<th>FY 2020-2021 (ending 9/30/2021)</th>
<th>FY 2021-2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>5202 — Clerk’s Travel &amp; Discretionary</td>
<td>500</td>
<td>879</td>
</tr>
<tr>
<td>5201 — Administrative Assistant</td>
<td>750</td>
<td>287</td>
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<tr>
<td>5204 — Website Operation &amp; Support</td>
<td>5,000</td>
<td>738</td>
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<tr>
<td>5204.1 — Directory Database Support</td>
<td>6,510</td>
<td>6,510</td>
</tr>
<tr>
<td>5206 — Young Friends PYM Attendance Assistance</td>
<td>14,000</td>
<td>4,615</td>
</tr>
<tr>
<td>5207 — Equipment Purchase</td>
<td>1,000</td>
<td>1,000</td>
</tr>
<tr>
<td>5208 — Travel - RepCom &amp; Ann. Sess.</td>
<td>1,000</td>
<td>1,000</td>
</tr>
<tr>
<td>5209 — Young Friends Officers’ Expense</td>
<td>500</td>
<td>500</td>
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<tr>
<td>5210 — Audit Account</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5212 — Latin America Concerns Outreach</td>
<td>20</td>
<td>20</td>
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<tr>
<td>5213 — PYM Attendance Assistance Fund (M&amp;O)</td>
<td>12,500</td>
<td>12,500</td>
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<tr>
<td>5214 — Holding Corporation Expenses</td>
<td>200</td>
<td>200</td>
</tr>
<tr>
<td><strong>SUBTOTAL GENERAL EXPENSES</strong></td>
<td>51,980</td>
<td>19,038</td>
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</table>

<table>
<thead>
<tr>
<th>COMMITTEE EXPENSES</th>
<th>FY 2020-2021 (ending 9/30/2021)</th>
<th>FY 2021-2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>5221 — Ad Hoc Committees</td>
<td>50</td>
<td>50</td>
</tr>
<tr>
<td>5222 — Children’s Program</td>
<td>900</td>
<td>900</td>
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<tr>
<td>5224 — Fath and Practice Revision</td>
<td>1,600</td>
<td>0</td>
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<tr>
<td>5225 — Finance (R2752)</td>
<td>3,000</td>
<td>385</td>
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<tr>
<td>5227 — Junior Yearly Meeting</td>
<td>5,000</td>
<td>1,335</td>
</tr>
<tr>
<td>5228 — Ministry &amp; Oversight</td>
<td>2,000</td>
<td>1,571</td>
</tr>
<tr>
<td>5230 — Peace &amp; Social Order</td>
<td>800</td>
<td>420</td>
</tr>
<tr>
<td>5235 — Unity with Nature</td>
<td>360</td>
<td>4</td>
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<tr>
<td>5237 — Committee Supplemental Expense</td>
<td>1,000</td>
<td>67</td>
</tr>
<tr>
<td>5238 — Latin American Concerns</td>
<td>1,000</td>
<td>1,134</td>
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<tr>
<td><strong>SUBTOTAL COMMITTEE EXPENSES</strong></td>
<td>16,510</td>
<td>15,633</td>
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</table>

<table>
<thead>
<tr>
<th>SUPPORT OF FRIENDS ORGANIZATIONS</th>
<th>FY 2020-2021 (ending 9/30/2021)</th>
<th>FY 2021-2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>5251 — Friends Committee on National Legislation</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5252 — Friends Committee on Legislation of California</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5254 — FWCC</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5255 — Quaker United Nations Office NY</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5256 — Friends Place @ Capitol Hill (was Wm. Penn House)</td>
<td>250</td>
<td>250</td>
</tr>
<tr>
<td>5260 — AFSC</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5261 — Friends House Moscow Support Ass’n</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5262 — Casa de los Amigos</td>
<td>1,815</td>
<td>500</td>
</tr>
<tr>
<td>5264 — Friends General Conference</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5266 — Quaker Earthcare Witness</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td><strong>SUBTOTAL SUPPORT OF FRIENDS ORGS.</strong></td>
<td>6,065</td>
<td>2,750</td>
</tr>
</tbody>
</table>
### General Operations Budget vs. Actual

<table>
<thead>
<tr>
<th>General Operations</th>
<th>FY 2020-2021 (ending 9/30/2021)</th>
<th>FY 2021-2022</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
<td>Actual</td>
</tr>
<tr>
<td><strong>CONFERENCE TRAVEL/PYM DELEGATES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5271 — Western Friend Board <strong>R2748</strong> (3)</td>
<td>1,500</td>
<td>250</td>
</tr>
<tr>
<td>5275 — AFSC (2)</td>
<td>1,200</td>
<td></td>
</tr>
<tr>
<td>5277 — FCNL (2) &amp; William Penn House (1)</td>
<td>3,400</td>
<td>1,380</td>
</tr>
<tr>
<td>5278 — FGC Central Committee <strong>R2744</strong> (2)</td>
<td>3,200</td>
<td></td>
</tr>
<tr>
<td>5279 — FWCC, Section of the Americas <strong>R2743</strong> (2)</td>
<td>1,500</td>
<td>1,012</td>
</tr>
<tr>
<td>5280 — Friends United Mtg. (Triennial) <strong>R2745</strong> (1)</td>
<td>400</td>
<td>311</td>
</tr>
<tr>
<td>5281 — Gen. Reunion of Friends Mexico <strong>R2746</strong> (1)</td>
<td>500</td>
<td>717</td>
</tr>
<tr>
<td>5283 — Evangelical Friends Church Southwest (1)</td>
<td>250</td>
<td></td>
</tr>
<tr>
<td>5286 — Quaker Earthcare Witness <strong>(2737)</strong> (2)</td>
<td>1,700</td>
<td>953</td>
</tr>
<tr>
<td>5287 — FWCC World Plenary <strong>R2747</strong></td>
<td>800</td>
<td>800</td>
</tr>
<tr>
<td>5288 — Young Friends Travel <strong>R2742</strong></td>
<td>500</td>
<td>574</td>
</tr>
<tr>
<td>5289 — Friends Peace Team Board (1)</td>
<td>750</td>
<td></td>
</tr>
<tr>
<td><strong>SUBTOTAL CONFERENCE TRAVEL/PYM DEL.</strong></td>
<td>15,700</td>
<td>3,874</td>
</tr>
<tr>
<td><strong>YOUTH PROGRAMS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6105 — Youth Program Supervisory Committee</td>
<td>1,500</td>
<td>605</td>
</tr>
<tr>
<td>6110 — Personnel Costs</td>
<td>71,187</td>
<td>58,419</td>
</tr>
<tr>
<td>6140 — Insurance</td>
<td>610</td>
<td>610</td>
</tr>
<tr>
<td>6150 — Professional Development</td>
<td>800</td>
<td>12</td>
</tr>
<tr>
<td>6160 — Office</td>
<td>2,700</td>
<td>2,260</td>
</tr>
<tr>
<td>6170 — Events</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6181 — Contribution to Vogel Youth Work Reserve</td>
<td>7,500</td>
<td>1550</td>
</tr>
<tr>
<td>6190 — Administration &amp; Travel</td>
<td>7,500</td>
<td>950</td>
</tr>
<tr>
<td><strong>SUBTOTAL YOUTH PROGRAMS</strong></td>
<td>84,297</td>
<td>62,856</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td>174,552</td>
<td>104,151</td>
</tr>
<tr>
<td><strong>TRANSFER TO (FROM) GENERAL RESERVES</strong></td>
<td>(29,738.00)</td>
<td>28,993</td>
</tr>
</tbody>
</table>

Expense accounts with a bold face **R27xx** following the account name have that associated reserve fund (see Balance Sheet). Transfers from these special reserves are negative (enclosed in parentheses) in the Transfers column. A positive transfer means that funds remaining in the expense account at the end of the year were transferred to the associated reserve; a negative number indicates transfers from the reserve to cover over-budget expense. In Conference Travel account names, (n) is the number of representative or delegate trips funded.

**BUDGET column amounts include any PacYM-approved augmentations**

**COMMENTS ON ACCOUNT LINES HIGHLIGHTED ABOVE:**

5208 A negative current YTD amount is shown for Annual Session & RepCom travel to offset a duplicate expense entry in an earlier year.

5279, 5280, 5281, 5287 For less-than-annual events, we budget a portion of anticipated expenses each year.
## Balance Sheet (Including Annual Session Reserve)

<table>
<thead>
<tr>
<th>Account Number and Title</th>
<th>9/30/2020</th>
<th>9/30/2021</th>
<th>01/31/2022</th>
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</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1701.1 — General Acct checking - Redwood Credit Union</td>
<td>7,489.79</td>
<td>15,147</td>
<td>90,936</td>
</tr>
<tr>
<td>1701.2 — General Acct savings - Redwood Credit Union</td>
<td>41,167.79</td>
<td>84,657</td>
<td>118,490</td>
</tr>
<tr>
<td>8002 — Session checking (merged w General cking 4/2021)</td>
<td>30,040.00</td>
<td>41,205</td>
<td></td>
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<tr>
<td>1704.01 — Invested General Reserves (Friends Fiduciary)</td>
<td>103,007.34</td>
<td>109,468</td>
<td>146,211</td>
</tr>
<tr>
<td>8003 — Invested Session Reserves (Friends Fiduciary)</td>
<td>68,133.41</td>
<td>72,407</td>
<td>96,710</td>
</tr>
<tr>
<td>1704.7 — Vogel Endowment (Friends Fiduciary)</td>
<td>517,835.83</td>
<td>532,739</td>
<td>678,928</td>
</tr>
<tr>
<td>Payroll refunds</td>
<td>179.65</td>
<td>180</td>
<td>180</td>
</tr>
<tr>
<td>1720 — Inventory of Faith &amp; Practice</td>
<td>2,068.00</td>
<td>2,068</td>
<td>1,668</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>769,921.81</td>
<td>857,870</td>
<td>1,133,123</td>
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<tr>
<td><strong>LIABILITIES AND RESERVES</strong></td>
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</tr>
<tr>
<td>2400 — Payroll Withholdings</td>
<td>569.68</td>
<td>570</td>
<td>570</td>
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<tr>
<td>2500 — Payroll Taxes Payable</td>
<td>319.59</td>
<td>320</td>
<td>320</td>
</tr>
<tr>
<td>2701 — Accounts Payable</td>
<td>0.00</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2704 — Credit Cards</td>
<td>188.48</td>
<td>453</td>
<td>453</td>
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<tr>
<td>2712 — Student Conscience Fund</td>
<td>17,843.11</td>
<td>17,843</td>
<td>17,843</td>
</tr>
<tr>
<td>2713 — Clerk’s Travel &amp; Discretionary (5202) Reserve</td>
<td>1,362.71</td>
<td>304</td>
<td>840</td>
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<tr>
<td>2714 — Committee Supplemental (5237) Reserve</td>
<td>2,000.00</td>
<td>2,000</td>
<td>2,000</td>
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<tr>
<td>2715 — Incoming Clerk Shadowing (5203) Reserve</td>
<td>0.00</td>
<td>813</td>
<td>1,089</td>
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<tr>
<td>2721.1 — Pre-Publishing Reserve (F&amp;F)</td>
<td>4,317.56</td>
<td>4,318</td>
<td>4,318</td>
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<td>2722 — Equipment Purchase (5207) Reserve</td>
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<td>1,500</td>
<td>1,500</td>
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<tr>
<td>2723 — Account Audit (5210) Reserve</td>
<td>3,590.00</td>
<td>3,590</td>
<td>3,155</td>
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<td>2732 — PYM Traveling Friend Fund (M&amp;O)</td>
<td>2,321.47</td>
<td>2,321</td>
<td>2,321</td>
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<tr>
<td>2733 — Fund for Concerns (M&amp;O)</td>
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<td>5,963</td>
<td>6,363</td>
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<tr>
<td>2734 — Sharing Fund (M&amp;O)</td>
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<td>2,236</td>
<td>2,236</td>
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<tr>
<td>2735 — FGC Scholarship</td>
<td>827.80</td>
<td>828</td>
<td>828</td>
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<tr>
<td>2736 — Unity with Nature Project Fund</td>
<td>4,446.80</td>
<td>4,962</td>
<td>4,962</td>
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<tr>
<td>2737 — QEW Travel (5288) Reserve</td>
<td>1,348.10</td>
<td>2,095</td>
<td>2,095</td>
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<tr>
<td>2738.1 - Directory Database reserve</td>
<td>6,203</td>
<td>6,203</td>
<td>1,108</td>
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<tr>
<td>2742 — Young Friends Travel (5288) Reserve</td>
<td>751.65</td>
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<td>0</td>
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<tr>
<td>2743 — FWCC, Sect of Amer Travel (5279) Reserve</td>
<td>488.50</td>
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<tr>
<td>2744 — FGC Travel (5278) Reserve</td>
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<td>2745 — FUM Travel (5280) Reserve</td>
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<td>2,500</td>
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<tr>
<td>2746 — Gen. Reunion Fr. Mex. Travel (5281) Reserve</td>
<td>969.20</td>
<td>752</td>
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</tr>
<tr>
<td>2747 — FWCC World Plenary Travel (5287) Reserve</td>
<td>2,400.00</td>
<td>3,200</td>
<td></td>
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<tr>
<td>2748 — Western Friend Board Travel (5271) Reserve</td>
<td>1,000.00</td>
<td>1,000</td>
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</tr>
<tr>
<td>2749 — Latin Amer. Concerns Outreach (5212) Reserve</td>
<td>173.73</td>
<td>674</td>
<td></td>
</tr>
<tr>
<td>2752 — Group Exemption Fee (5225) Reserve</td>
<td>2,500</td>
<td>2,500</td>
<td></td>
</tr>
<tr>
<td>2781 — Bob Vogel Endowment</td>
<td>517,835.83</td>
<td>532,739</td>
<td></td>
</tr>
<tr>
<td>2782 — Vogel Youth Work Reserve</td>
<td>11,069.03</td>
<td>12,643</td>
<td></td>
</tr>
<tr>
<td>2782.1 - YAF Elder Assistance Grants Reserve</td>
<td>420</td>
<td>920</td>
<td></td>
</tr>
<tr>
<td>2783 — Employees Health Reserve Account Reserves</td>
<td>2,610.99</td>
<td>4,549</td>
<td></td>
</tr>
<tr>
<td>8900 — Annual Session Reserve</td>
<td>68,305.42</td>
<td>72,620</td>
<td></td>
</tr>
<tr>
<td><strong>Uncommitted General Reserves</strong></td>
<td>113,023.86</td>
<td>165,955</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES AND RESERVES</strong></td>
<td>769,921.81</td>
<td>857,870</td>
<td>1,133,123</td>
</tr>
</tbody>
</table>

The amount shown as "Uncommitted General Reserves" for a partial year is **not** a reliable predictor of what the reserves will be at the end of the fiscal year.
### 2021 Annual Session Budget vs. Actual

<table>
<thead>
<tr>
<th>Income</th>
<th>2021 Budget</th>
<th>2021 Actual</th>
<th>2022 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>8210 — Miscellaneous session income</td>
<td></td>
<td>2,060</td>
<td></td>
</tr>
<tr>
<td>8220 — Attenders' Payments for Registration</td>
<td>9,000</td>
<td>5,910</td>
<td></td>
</tr>
<tr>
<td>8230 — Registration Waivers from Session Accounts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8240 — AS Subsidy from PYM General Funds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8250 — Interest on PYM Sessions Accts</td>
<td>50</td>
<td>23</td>
<td></td>
</tr>
<tr>
<td>8271 — Carbon Offset donations received</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8272 — Carbon Offset donations pd to UWN Project Fund</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8280 — Donations received for Annual Session</td>
<td>2,000</td>
<td>3,067</td>
<td></td>
</tr>
<tr>
<td><strong>Total Income:</strong></td>
<td><strong>11,050</strong></td>
<td><strong>11,061</strong></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expense</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>8410 — Registrar's Expenses</td>
<td>100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8420 — Secretariat Expenses</td>
<td>100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8430 — Arrangements Expenses</td>
<td>1,000</td>
<td>54</td>
<td></td>
</tr>
<tr>
<td>8435 — Virtual Meeting Coordinator</td>
<td>1,500</td>
<td>1,180</td>
<td></td>
</tr>
<tr>
<td>8440 — Children's Program</td>
<td>11,000</td>
<td>5,443</td>
<td></td>
</tr>
<tr>
<td>8450 — Cost of Facilities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8460 — Junior Yearly Meeting</td>
<td>2,000</td>
<td>389</td>
<td></td>
</tr>
<tr>
<td>8470 — Young Adult Friends</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8480 — Breakage and Equipment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8490 — PYM Clerk's Invited Guests</td>
<td>1,000</td>
<td>1,000</td>
<td></td>
</tr>
<tr>
<td>8500 — Insurance</td>
<td>600</td>
<td>1,168</td>
<td></td>
</tr>
<tr>
<td>8520 — Registration discounts - long-distance travel</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8530 — Bank fees</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8531 — Online payment service fees</td>
<td>200</td>
<td>168</td>
<td></td>
</tr>
<tr>
<td>8540 — Miscellaneous expense</td>
<td>1,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>**Total Expense: **</td>
<td><strong>18,500</strong></td>
<td><strong>9,401</strong></td>
<td><strong>0</strong></td>
</tr>
<tr>
<td><strong>EXCESS (DEFICIT):</strong></td>
<td><strong>(7,450)</strong></td>
<td><strong>1,659</strong></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

**NOTES:**
- 8210 Misc income acct includes $2,060 writeoff of stale checks from prior years (not included above).
- 8435 Virtual Meeting Coordinator exp shown above was actually paid after close of 2021 accounts.
- 8440 Children's Program exp shown above includes $250 actually paid after close of 2021 accounts.

**FYI - SOURCES OF DIRECT INCOME - AS 2019 @ Walker Creek Ranch**

<table>
<thead>
<tr>
<th>Source</th>
<th>%</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration fees other than attendance assistance grant</td>
<td>74%</td>
<td>83,000</td>
</tr>
<tr>
<td>Attendance assistance from monthly meetings</td>
<td>12%</td>
<td>13,000</td>
</tr>
<tr>
<td>Attendance assistance from PYM General budget</td>
<td>9%</td>
<td>10,600</td>
</tr>
<tr>
<td>Attendance assistance contributions from registrants</td>
<td>4%</td>
<td>5,000</td>
</tr>
<tr>
<td>All other sources</td>
<td>0%</td>
<td>100</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>100%</td>
<td>111,700</td>
</tr>
</tbody>
</table>
About Pacific Yearly Meeting Investment Accounts

PacYM maintains three investment accounts with Friends Fiduciary, a non-profit organization that provides investment services for Quaker organizations. Recent history of these accounts:

<table>
<thead>
<tr>
<th>FY 2017</th>
<th>FY 2018</th>
<th>FY 2019</th>
<th>FY 2020</th>
<th>FY 2021</th>
<th>FY 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1704.01 — The invested portion of PacYM General reserves</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beginning balance</td>
<td>85,516</td>
<td>93,176</td>
<td>100,321</td>
<td>103,007</td>
<td>109,468</td>
</tr>
<tr>
<td>New deposits</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New investments</td>
<td>7,660</td>
<td>7,146</td>
<td>2,686</td>
<td>6,461</td>
<td>27,945</td>
</tr>
<tr>
<td>New withdrawals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net investment gain (loss)</td>
<td>9,0%</td>
<td>7,7%</td>
<td>2,7%</td>
<td>6,3%</td>
<td>25,5%</td>
</tr>
<tr>
<td>Ending balance</td>
<td>93,176</td>
<td>100,321</td>
<td>103,007</td>
<td>109,468</td>
<td>137,414</td>
</tr>
<tr>
<td><strong>8003 — The invested portion of Annual Session reserves</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beginning balance</td>
<td>38,460</td>
<td>41,461</td>
<td>68,133</td>
<td>72,407</td>
<td>90,891</td>
</tr>
<tr>
<td>New deposits</td>
<td>60,000</td>
<td>24,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New deposits</td>
<td>(24,000)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net investment gain (loss)</td>
<td>2,460</td>
<td>3,001</td>
<td>2,672</td>
<td>4,273</td>
<td>18,484</td>
</tr>
<tr>
<td>Ending balance</td>
<td>38,460</td>
<td>41,461</td>
<td>68,133</td>
<td>72,407</td>
<td>90,891</td>
</tr>
<tr>
<td>Effective return</td>
<td>6.8%</td>
<td>7.8%</td>
<td>4.1%</td>
<td>6.3%</td>
<td>25.5%</td>
</tr>
<tr>
<td><strong>1704.7 — Bob Vogel Endowment investment</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beginning balance</td>
<td>472,074</td>
<td>494,456</td>
<td>516,884</td>
<td>517,836</td>
<td>532,739</td>
</tr>
<tr>
<td>New deposits</td>
<td>(16,042)</td>
<td>(16,042)</td>
<td>(16,468)</td>
<td>(17,257)</td>
<td>-11,563</td>
</tr>
<tr>
<td>Net investment gain (loss)</td>
<td>38,424</td>
<td>38,170</td>
<td>12,420</td>
<td>32,160</td>
<td>127,243</td>
</tr>
<tr>
<td>Ending balance</td>
<td>494,456</td>
<td>516,884</td>
<td>517,836</td>
<td>532,739</td>
<td>648,419</td>
</tr>
<tr>
<td>Effective return</td>
<td>8.4%</td>
<td>8.0%</td>
<td>2.5%</td>
<td>6.4%</td>
<td>24.4%</td>
</tr>
</tbody>
</table>

For the Bob Vogel Endowment account, Friends Fiduciary automatically sends to PacYM semi-annual distributions in amounts estimated to keep the effective value of the account stable, considering actual and projected market conditions and inflation. PacYM puts the proceeds of these distributions into its Vogel Youth Projects Fund, from which the Youth Programs Coordinating Committee (YPCC) makes grants to support youth work of the Yearly Meeting. Withdrawals from any of our Friends Fiduciary accounts, other than the above-mentioned automatic distributions from the Bob Vogel Endowment, can occur only with the written authorization of at least two of PacYM’s designated signers for this account: the Treasurer, the Assistant Treasurer, the Clerk of the Finance Committee, and the Yearly Meeting’s Presiding Clerk.

PacYM’s Bob Vogel Endowment was established in 2013, funded by a donation from Pacific Friends Outreach Society (PFOS), and named in honor of PacYM Friend Bob Vogel and his long commitment to peace, justice and youth. The donor (PFOS) stipulated that these funds should not be used to pay salary or wages (PacYM minute AS 2013-04). Per minute AS 2013-07, "Consistent with the terms of the gift, requests to spend funds will be managed and approved by PYM’s Youth Program Coordinator Supervisory Committee (YPSCC), or another appropriate committee to be determined by PYM in the event that the YPCSC is laid down. PYM’s Finance Committee and Treasurer will manage the financial aspects of this gift such as investments and accounting." It has been the custom of the Youth Programs Coordinating Committee (formerly known as YPCSC) to include, in its annual reports to the Yearly Meeting, information about grants made from the proceeds of this endowment.
The Unity with Nature Committee has been meeting at least once monthly for committee business, and more frequently for special projects and working sub-groups. The committee is deeply spiritually grounded. All of its members participate in the committee’s work and discernment.

The committee facilitated a Yearly Meeting-wide Braiding Sweetgrass worship-discussion group throughout 2021 to help Friends explore indigenous wisdom and imagine alternative ways of interacting with Creation. This group regularly had more than 25 Friends in attendance.

The committee has been profoundly moved by Philadelphia Yearly Meeting’s leadership on the climate crisis as seen in the action plan they adopted in July 2021 entitled Moving Forward in the Face of Climate Change. In the adoption of this plan, some 35 pages of carefully developed ideas for moving its aspirations into action, PYM has elevated the issue of climate change to the forefront of their peace and justice agenda. It has set this concern as a priority across all their actions, calling for PYM Friends to “come under the weight of the climate crisis and climate injustice” and committing the entire yearly meeting to “strengthen and expand our response to climate change as a corporate witness.”

The PYM plan reminds us that as Friends we are called to witness to the truth of our times, and that the most glaring of these truths is that we are facing an existential crisis that is systemic and requires more than individual actions. Quoting again from the PYM corporate call to action: “We already face catastrophic fires, storms, droughts, crop failures and floods. Scientists tell us that what we do in the next decade will determine the fate of humanity... Many people already suffer and call us to act. Future generations depend on us to act. Knowing the consequences of inaction, integrity demands that we act.”

Inspired by the work of PYM and following from our own discernment of this past year, the UwN committee has created a PacYM Climate Action Plan Working Group” to help PacYM rise up as a regenerative and transformative force to address the climate crisis and the living systems affected by it. Many PacYM Friends are already taking various actions in their own lives and communities. But meeting the collective challenge of the global crisis we are now facing requires much more. It demands of us a wholesale transformation of both the Pacific Yearly Meeting and the broad scale cultural patterns of which we are a part. Our intent in developing the PacYM Climate Strategy is to offer a roadmap for discerning what we are called to do in response to the climate crisis and how we will support each other in co-creating the world that we all need if we are to not only survive but to thrive as a positive, and healing, force upon our planet. The Unity with Nature Committee expects to launch a year-long effort to engage all Meetings in taking and sharing climate actions, and in helping to frame a climate strategy for PacYM that is both effective and spiritually grounded.

In 2022 we are undertaking two other programs, a monthly sharing among meetings regarding their own climate actions, as well as needs, concerns and aspirations, and work related to (i) eco-grief, (ii) climate resilience and (iii) rewilding and regenerative approaches to healing and protecting eco-systems. We are also looking at ways to work with Philadelphia Yearly Meeting and the wider body of Friends to share knowledge and collaborate on reports, plans and actions.

Gayle Matson and Keith Runyon, Co-Clerks
Requests to Monthly Meeting Reps and PYM Committee Clerks: Please share these links with your meeting.

We encourage everyone to check the PacYM website for:

- Our regularly updated intergenerational calendar
- Information and application forms for grant funding from our Youth Programs Fund
  - YPCC accepts year-round grant applications for youth and intergenerational projects and events, or event attendance assistance.

**Spirit’s Movement Amongst Us**

The members of the Youth Programs Coordinating Committee (YPCC) recognize the spiritual challenges to Quaker Youth that have been brought on by Covid 19. We acknowledge that the experiential process of learning Quaker faith and practice is lost for youth when we do not meet in person. The committee and the Youth Programs Coordinator are currently seeking ways to engage the youth of Pacific Yearly Meeting while facing the social restrictions that are still necessary. The YPC Committee held a one-day virtual retreat in late January to seek input from Quaker youth about the Quaker-centered activities that interest them, at in-person meetings as well as on Zoom. We also examined ways to gather safely: outdoors, in small groups, in intergenerational settings. Although Quaker youths prefer to meet in person, we also sought insight about ways to make virtual meetings interesting.

The Quaker youth at the retreat stated that they want more of the following in-person activities:

- Doing things together: work, service, camping, playing games, and eating
- Taking leadership roles, fitting in, making friends
- Spending time together working and playing in intergenerational settings
- Being close to the Earth through camping and being outdoors.

The following virtual activities were listed, although the JYM group quickly grew bored and frustrated with Zoom events, which did not last many months:

- Games and hang-outs
- Online games
- Talking over Zoom.

**Recommendation to RepCom regarding where and how we meet for Annual Session**

Although the children’s program had the success of field trips this last year, our teen group has not found the same success with smaller gatherings. Much of the joy and success of our teen programs have been the empowerment and independence we enable for our teens while sharing spaces at large gatherings like quarterly meetings and annual sessions. With the graduation of older teens and no opportunity for younger teens to participate due to the pandemic, our teen group is smaller and disconnected. Looking forward to annual session, the Youth Programs Coordinating Committee makes the following recommendations to Rep Com.
Recommendation 1.

- Annual Session should have an in-person component that includes Junior Yearly Meeting. We recognize that there is currently a smaller group of teenagers than usual who might attend annual session, yet we believe that there is value in offering Junior Yearly Meeting to those who are able to attend.
- A specific and firm registration date for annual session should be established. If registration is very low, then Junior Yearly Meeting should be canceled.

Recommendation 2.

- Accept the reality that if annual session is all virtual, teenagers will choose not to attend.
- Offer summer camping experiences for teenagers as a replacement to virtual annual session.

PROJECTS FUNDED BY THE YOUTH PROGRAMS FUND THIS YEAR

YAF packing - For the third year YAFpacking succeeded in getting more Young Adult Friends (YAF) outside and sharing the bonding experience of a trail together.

Teen Camping- Russian River- The CPQM teen group pivoted when Quarters were canceled and were able to gather with a few families at a campsite.

YAF Work Camp at Quaker Center- Eight YAFs gathered for service at Quaker Center. This inspired collaboration between the YPC and Quaker Center and led to another work weekend and plans for future gatherings.

Fall Family Fellowship- A Woolman family weekend was successful for the children’s group component but failed to provide a program suitable for teens. The Woolman A-frames were very suitable for a covid friendly pod set-up and families were happy to mask up and enjoy each other’s company outdoors.

Graduation Gifts - What better way to connect through a pandemic than with that ever exciting unexpected mail at your door! Packages were filled with love, treats, a book, and a few other things to support the JYM graduates who graduated without any formal recognition last year due to the pandemic. Responses were enthusiastic.

YAF Work Weekend - Fifteen YAFs gathered for service and fun at the center and wished they had had more of these types of gatherings. Grant funding allowed the event to be free of charge to attendees, which made it more possible for YAFs to attend as well as feel comfortable canceling due to coughs which did happen last minute. Retaining walls were put in and friends requested more Quaker time at future weekends on a three-day weekend to make the travel more possible.

Teen Ice Skating - This event was canceled due to the surge of Omicron both in the world and our community.
Observation: Most grant requests now come with a line item for rapid tests. While these can be challenging to acquire, they do make a significant impact on the feeling of safety at an event.

Grant fund summary sheet provides a list of projects funded since the inception of the Youth Programs Fund.

WORK OF THE YPC THIS YEAR

As YPC, I have been hurriedly enjoying picking up all the various pieces of coordinator work. From June through December, we averaged one attempted in-person gathering a month. This was a great learning pace although challenging as many of the events were attempted for the first time. It was also a bit disappointing that many elements were canceled or modified to be less than planned, but what can you do in a pandemic? A significant portion of energy has also been devoted to the database project and trying to build back connections with families, teens, and YAFs. The Youth Programs Fund has been crucial to enabling event experimentation and creating events and things to offer our Youth community. As is due for a coordinator’s role, many hours are joyfully spent with a wide variety of Quaker Committees. The running count is a bit amorphous but at least eight committees see the YPC as ex officio. I have been excited to connect with Woolman and Quaker Center and we have begun to fold each other into our plans more and more. I look forward to connecting both centers' summer camps more than in the past and hopefully we can start some harmonious resource sharing of all kinds.

Next year
We hope to see more camping and environmental service opportunities for youth going forward. COVID permitting, we will ramp up from virtual game nights, to half day activities outdoors, to overnights and hope that annual session and summer camps can be in person. We are working to create more harmonious support between the YPCC and Quaker Summer camps.

LIST OF YPCC MEMBERS
Elinor Steffy, Kiernan Colby, Nancy Mellor, Nathan Secrest, Melissa Lovett-Adair, clerk.
Keenan Lorenzato, ex officio as YPC

Submitted by Melissa Lovett-Adair, clerk